

**Town of Ancram  
Town Board  
Regular Meeting  
January 16, 2020**

<b>Present:</b>	Supervisor Arthur Bassin	Councilman Hugh Clark
	Councilman David Boice	Councilwoman Madeline Israel
	Councilwoman Bonnie Hundt	Town Clerk Monica Cleveland
	Highway Superintendent James Miller	

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The regular meeting of the Ancram Town Board was called to order at 7:00 pm by Supervisor Arthur Bassin with a salute to the flag.

Mr. Bassin asked if there were any items on the agenda that any member of the board needed to recuse themselves from. There were none.

Jamie Purinton of the Conservation Advisory Council gave the following 2019 report:

2019 ACHIEVEMENTS AND ACTIVITIES

1. Biodiversity Map and Work: Hudsonia has updated the Ancram Biodiversity Habitat Map on the basis of field notes from the Ancram CAC and Hudsonia's additional interpretation of recent aerial photo images. See large format print out to be posted on the town website and sent out to Ancram email.
2. Planning Board: Erin Robertson provides monthly updates on activities of the Planning Board and seeks our advice on environmental issues. The Planning Board continues to send us applications to review.
3. The Natural Resource Conservation Plan brochure prepared by Claire Arnold is out. CAC made 100 copies for circulation using \$250 from our budget.
4. We prepared a public memo titled, Impacts of Climate Change on the Hudson Valley: Results of the Fourth National Climate Assessment by Ancram Conservation Advisory Council, June 2019. Copies available to the public and memo posted on our website.
5. On June 1, Choral and Kim had an educational table and Jane and Jono Meigs led a nature walk for the public at the opening of Columbia Land Conservancy's new Overmountain Conservation Area, located in Ancram.
6. Roe Jan Watershed Association: Choral, Colleen and Jamie conduct sampling for eight sites on the Roe Jan from Hillsdale to Milan, testing for enterococcus. Colleen did Wave testing including collection of aquatic organisms providing a good indication of river health. Although the condition of the Roe Jan River is considered overall very good, some of the test sites in Ancram included high enterococcus readings and temporary swimming advisories. To see posted water quality results go to: <https://www.roejanwatershed.org/>
7. Participated in the CLC Columbia County CAC Roundtables providing leadership to new CACs and reporting back to our CAC about significant undertakings by other CACs in the county. Learning in particular about other CAC initiatives on climate change.

8. The Ancram Town Board requested our input on lighting plans and we prepared lighting recommendation in November to the Town Board for energy efficient upgrade and members of CAC are following ongoing updates on lighting.

9. CAC Ongoing Training: The majority of our members attended the Fall Sexual Harassment town wide training.

10. Erin attended DEC workshop (8hrs) Small Streams; Values, threats and protections and DEC training for the new Hudson Valley Resource Mapper and Columbia County GIS. Walter attended Inventories to Action on SEQR and local Zoning Regulations that protect the environment.

11. Erin, Jane, Jono and Jamie participate on CLC Overmountain Conservation Area pollinator meadow seeding, November 2nd with 30 other volunteers.

12. Begin thorough review of Comp Plan and Zoning Regulations so that we can assist the ZRC along the way on environmental related topics. Prepared recommendations on environmental protection needed in permitting of potential septic fluids on farm fields.

13. Reviewed Trout Unlimited culvert study including over \$700 of in kind services.

14. Nominated Christine Vanderlan, Elizabeth Gilmore and Moisha Blechman for EMC 2019 Good Earthkeeping Awards. We attend event when they all win awards.

15. Millerton Main St Magazine published Dark Skies Above Us, Saving the Milkyway, April 2019, modeled on our memo on same topic.

16. Contribute to the November Ancram newsletter on topics including how to attract birds, importance of dark skies, and the Overmountain Conservation Area pollinator meadow.

17. Recommend new member Walter Williamson to join our CAC. His interest in forest conservation and his experience as a doctor and lawyer will be a great contribution to the skill set of our group.

#### PLANS FOR 2020

1. Prepare public education memos on reducing lawn chemicals and invasive earth worms.

2. Reach out to the town about the health of the Roe Jan watershed, providing recommendations on how we can improve the river water quality.

3. Public education on the updated biodiversity map.

4. Continue to urge the town to take advantage of available grant money for culvert replacements since we have a completed priority plan on specific culverts that need replacement. With the Trout Unlimited plan, Ancram is in an exceptional position to win grants.

5. Continue the major review of zoning regulations and prepare advisory memos to the Zoning Board Revisions Committee along the way throughout the year

Councilman Boice questioned at this time why the town hall did not have recycling bins. Mr. Bassin said that this could be looked into.

The minutes will be looked at prior to the next meeting and then approved at that time. Councilwoman Hundt asked if the minutes could be given to the board members with more time to review them prior to the meeting. Mrs. Cleveland said that this could happen and that the minutes have always been given to the board to review right before the meeting but that they can be available sooner for review. She stressed that she was having issues with what seems to be becoming an “but I said this” in the reading through of the minutes. Mrs. Cleveland reported that the minutes are to be a recording of the motions and the resolutions of the meeting. She said that she puts peoples’ comments and thoughts in the minutes to give a feeling of what the meeting was about. But, there is no requirement for the minutes to have verbatim conversation.

## **Supervisors Report**

1. December Financial Report – Preliminary December financial reports should be available next week, before the Town Board meeting. December was another normal month. December numbers will not be final until we received our 4Q sales tax payment, which should be late January or early February.

2. CSCTF Initiatives – CSCTF presented three proposals to FAC at the 1/11 FAC meeting:

1) Installing a geothermal HVAC system at Town Hall at a cost to the Town of about \$43,500 after a \$70,000 NYSERDA grant, with an estimated annual savings of about \$5000 a year. We will have to put this project out to bid before we select a vendor and decide to move ahead.

2) Arranging with Central Hudson to converting to LED street lights at a cost of about \$3,800, with an annual savings of about \$2,200. We will need to communicate with members of the lighting district and hold a public hearing on this project before we finalize our decision.

3) Working with Lime energy and Central Hudson to replace the lights at Town Hall and the Town Garage with LEDs. Cost for Town Hall is \$6,900, with an annual savings of \$2,600 per year, and the cost at the Garage is \$3,600, with a savings of \$3,300 per year. CSCTF is still reviewing these proposals and will seek additional information from the contractor because the proposals appear to reduce total light output by 50% at the Garage and 75% at Town Hall.

3) Board Member Training – Association of Towns is holding its newly elected officials training in Albany January 15-17, and its annual meeting in NYC in February...there is also a certified town officials program that you may be interested in...here is a link to the AOT training page:

<https://www.nytowns.org/Towns/Training/Towns/Training/Information.aspx?hkey=7697d3cf-b7d1-4694-969a-c149af1fb2>

4. Policy Document Reviews – We will review one last time and consider the following documents for approval at the January 16 Town Board meeting. The Employee Handbook will be updated as necessary incorporating the revisions to the following documents:

-Financial Process Manual

-Purchasing Policy

-Fee schedule

-Revised Harassment and Violence policies

-Town Hall Directory

The following resolution was offered by Councilwoman Hundt and seconded by Councilman Clark and moved for adoption. Resolution carried unanimously.

**Resolution # 7 of 2020:** Town Policies and Procedures – Resolved, that the following policy and process documents are approved as presented, and that the Employee Handbook will be updated as necessary to reflect these revised policies and processes: 1) Financial Process 2) Fee Schedule 3) Harassment Policy 4) Workplace Violence Policy 5) Town Hall Directory & Hours of Operation; and it is further resolved that the Purchasing Policy will be modified to incorporate the changes recommended by CAC to enhance the environmental sensitivity of the policy and will be reconsidered for adoption at the February Town Board meeting.

The Town Board discussed extending an additional week of vacation to employees who reach twenty years of employment with the town. The full time highway employees are given 43 days time off, including vacations, sick days, personal days and holidays. Mr. Miller also noted that they receive longevity pay. Councilman Clark asked what the reason or purpose is for the change at this time? Mr. Bassin felt it was to recognize longevity for the service to the town. Councilman Boice felt that this was not a bad idea especially with the type of work the employees are asked to do. Councilwoman Israel felt that the town should honor a person who has served the town for so long. Councilman Clark also felt the same as Mr. Boice's statement.

A motion was made by Councilman Boice and seconded by Councilwoman Hundt to approve an extra week's vacation, for a total of four weeks, for an employee after 20 years of employment to the town. Motion carried.

The following resolution was offered by Councilman Clark and seconded by Councilman Boice and moved for adoption. Resolution carried unanimously.

**Resolution #8 of 2020:** Town Hall Geothermal HVAC – Resolved, that the Town Supervisor is authorized to work with the Climate Smart Community Task Force and the Town Engineer to develop and publish a request for proposal specifications package to solicit bids for a geothermal HVAC system for the Ancram Town Hall.

Councilman Clark asked if there were maintenance costs to this system that the town needs to be aware of. Mr. Bassin said that there were and it was quoted at \$500 to \$600 a year.

Mr. Bassin said that in regards to the LED street lighting issue, the town can purchase the lights from Central Hudson for about \$31,000 and then contract out their maintenance. The savings to the town could be around \$6,000 per year. Or the Town could contract with Central Hudson to replace all the streetlights with LEDs for a cost of about \$3800 and an annual savings of

about \$2200 a year. Or the town could do nothing and just allow Central Hudson to continue to convert the lights to LEDs as they have been doing when a light goes dark.

The following resolution was offered by Councilman Clark and seconded by Councilwoman Hundt and moved for adoption. Resolution carried unanimously.

**Resolution #9 of 2020:** LED Street Lights - Resolved that the Town Supervisor is authorized to work with the Climate Smart Community Task Force and Central Hudson to finalize a proposal to convert all street lights in the Town of Ancram to LEDs, to communicate by mail with the members of the Ancram Lighting District about the proposed conversion to LED street lights, and to hold a public hearing on the proposed conversion to LED street lights prior to requesting a decision from the Town Board to proceed with the proposed conversion to LED street lights.

Central Hudson has requested to look at the lights at the town hall and the town garage and audit them and possibly switching them out to LED lights. This has already been done at the town garage and the report is forth coming.

Mr. Bassin said that the Town Board will be auditing the books for the Court office at the February meeting. The FAC will schedual the rest of the audits for March and April.

The following resolution was offered by Councilwoman Israel and seconded by Councilwoman Hundt. Resolution carried unanimously.

**Resolution #10 of 2020:** County MIS Shared Services - Resolved, that the Town Supervisor is authorized to enter into a shared services agreement with the Columbia County MIS Department to allow the County to provide computer and technology support services to the Town of Ancram.

#### **Board Member Comments:**

Councilman Clark at this time addressed the board concerning the 2003 Scenic Corridor Overlay Zoning District Law. Mr. Clark said that the time has come to move that law to the Town of Ancram Zoning Law.

The following resolution was offered by Councilman Clark and seconded by Councilman Hundt and moved for adoption. Resolution carried unanimously.

**Resolution #10 of 2020:** A Local Law amending Article V of the Town of Ancram Zoning Law to incorporate the supplementary regulations for the Town's Scenic Corridor Overlay Zoning District from Local Law No. 1 of 2003 and repealing Local Law No. 1 of 2003.

Whereas:

1. This resolution introduces a proposed amendment to Article V of the Town of Ancram Zoning Law (the "Zoning Law"). When adopted, this amendment will: (a) essentially transfer from Local Law No. 1 of 2003 to Article V of the Zoning Law the supplementary regulations for the Town's Scenic Corridor Overlay District; and (b) upon such transfer and amendment of Zoning Law Article V, Local Law No. 1 of 2003 will then be repealed.

2. The amendment is proposed in the form of a Local Law pursuant to the authority and power granted to the Town Board and the Town by Articles 2 and 3 of the New York State Municipal Home Rule Law and by Article 2 of the New York State Statute of Local Governments.

3. Subsequent to the adoption of the 2010 Town of Ancram Comprehensive Plan, the Town Board of the Town of Ancram updated and adopted a new Zoning Law on November 20, 2014. The 2014 Zoning Law included establishment and definition of a zoning district called the Scenic Corridor Overlay Zone, which was previously established by Town of Ancram Local Law 1 of 2003.

4. The purpose of the amendment proposed in this resolution is to incorporate into the Town's Zoning Law adopted on November 20, 2014 the provisions of Local Law No. 1 of 2003 which local law established supplementary regulations for a zoning district called the Scenic Corridor Overlay Zone ("SCOZ"). Those supplementary regulations were not incorporated into the Town's Zoning Law when it was adopted in 2014. The Town Board now wishes to incorporate those regulations into the Zoning Law. The addition of those supplementary regulations to the Town's Zoning Law will make the scope of the 2014 Zoning Law more complete and will serve the ease and convenience of our citizens and others reading our Zoning Law by making the SCOZ supplementary regulations easier to find and will improve their context by melding them with the body of the Zoning Law.

5. Once the provisions of Local Law No. 1 of 2003 are transferred to Article V of the 2014 Zoning Law, there will no longer be a need for Local Law No. 1 of 2003 and so it will be repealed.

6. This proposed amendment makes no substantive changes to the content of the supplementary regulations which apply to the Town's SCOZ.

7. The only changes that have been made to the SCOZ supplementary regulations as they are presently set forth in Local Law No. 1 of 2003 are the format and section numbering changes that are necessary to meld those regulations with format and numbering system in Article V of the 2014 Zoning Law.

8. In anticipation of the introduction of this amendment, we directed Nan Stolzenburg, AICP, the Town's planning consultant, to prepare for the Town Board's review an Environmental Assessment Form (EAF), Part 1, pursuant to the State Environmental Quality Review Act

(SEQRA). Ms. Stolzenburg has prepared the EAF Part 1 and presented it to the Town Board for our review and consideration. A copy of the EAF Part 1 is attached as Exhibit B.

9. Pursuant to New York State Municipal Home Rule Law § 20, "Local Law No. 1 of 2020, A Local Law amending Article V of the Town of Ancram Zoning Law to incorporate the supplementary regulations for the Town's Scenic Corridor Overlay Zoning District from Local Law No. 1 of 2003 and repealing Local Law No. 1 of 2003" was received by each member of the Town Board prior to this meeting via email and that proposed Local Law shall be deemed to be on the desk of each member of the Town Board as of tonight's Town Board meeting.

NOW THEREFORE, BE IT RESOLVED,

Section A. For the reasons set forth in this Resolution, and pursuant to New York State Municipal Home Rule Law § 20 and Article XII of the Town of Ancram Zoning Law, the Town Board hereby introduces Town of Ancram "Local Law No. 1 of 2020, A Local Law amending Article V of the Town of Ancram Zoning Law to incorporate the supplementary regulations for the Town's Scenic Corridor Overlay Zoning District from Local Law No. 1 of 2003 and repealing Local Law No. 1 of 2003." A copy of the proposed Local Law No. 1 of 2020 is attached as Exhibit A to this Resolution.

Section B. Pursuant to provisions of SEQRA the Town Board hereby determines to classify the adoption of the proposed new Zoning Law (the "proposed action" in SEQRA parlance) as a Type I action [see, New York State Environmental Conservation Law (ECL), Article 8; 6 New York Code of Rules & Regulations (NYCRR), Part 617.4(b)(2)].

Section C. Further pursuant to SEQRA, the Town Board further determines that it will be the only agency with approval authority over the proposed action. Accordingly, the Town Board hereby declares itself to be the Lead Agency for the conduct of the environmental review of the proposed action under SEQRA. The Town Board further identifies the Town of Ancram Planning Board and the Columbia County Planning Board as interested agencies.

Section D. The Town Board hereby accepts the SEQRA EAF Part 1 for the proposed action which has been prepared by the Town's planning consultant. A copy of SEQRA EAF Part 1 is attached as Exhibit B to this Resolution.

Section E. The Town Board hereby directs that the proposed amendment be referred to the Columbia County Planning Board for its review and for an advisory opinion pursuant to Section 239-m of the New York State General Municipal Law. The Town Board directs the Town Clerk to make the referral in conformity with the applicable provisions of New York State General Municipal Law § 239-m.

Section F. Town Board hereby directs that the proposed Zoning Law be referred to the Town of Ancram Planning Board for its review and for an advisory opinion pursuant to Town of Ancram Zoning Law Article XII entitled "Amendments," and subsection B entitled "Advisory Report by

Planning Board.” The Planning Board shall deliver its response to this referral to the Town Board within forty-five (45) days of the date of this referral. The Town Board directs the Town Clerk to make the referral in Zoning Law Article XII (B).

Section G. In accordance New York State Municipal Home Rule Law § 20(5), the Town Board hereby schedules a Public Hearing on said Proposed Local Law for February 20, 2020, at 6:30 p.m. at to be held at the Town of Ancram Town Hall, located at 1416 County Route 7, Ancram NY 12502. The Town Board directs the Town Clerk to provide notice to the public of the public hearing in accordance with the requirements for same set forth in the New York State Municipal Home Rule Law, and Town of Ancram Zoning Law Article XII(C) and directs the Town Clerk to cause publication of the annexed legal notice in the Town’s official newspaper not less than ten (10) calendar days prior to the Public Hearing.

Section H. The Town Board also directs the Town Clerk to post a copy of the proposed Local Law on the Town’s web site, and to make a paper copy of the proposed Local Law available for review by the public at the Town of Ancram Town Hall, located at 1416 County Route 7, Ancram NY 12502, and the Roeliff Jansen Community Library, located at 9091 Route 22, Hillsdale NY 12529.

Section I. The Town Board hereby directs the Town’s Planning consultant to prepare for the Town Board’s review at a later date a SEQRA EAF Part 2 for the Town Board’s review and consideration.

### **Highway Department**

The department along with Councilman Clark and Councilman Boice have agreed on necessary changes to the Highway Winter Operations Plan.

At this time the town highway department is working on trimming trees. The department did have an employee injured while loading some brush and breaking a finger.

Mr. Miller presented the town board with the 2020 284 agreement. It details that \$215,000 will be spent on road upgrading of Sawchuk Road and \$145,000 on Doodletown. Mr. Bassin asked if the department has any plans for Cottontail. Mr. Miller said that this is a mud problem and that he has ideas to solve this possibly with fabric.

A motion was made at this time by Councilwoman Hundt and seconded by Councilman Boice to approve the warrant and pay the bills. Motion carried.

A motion was made by Councilman Clark to move that the Town Board enter into executive session to discuss the employment history of two particular persons, and matters leading to the possible discipline, suspension, or dismissal of one particular person, and matters pertaining to the continued employment of the other particular person. Motion seconded by Councilwoman Hundt and approved unanimously.



## **Executive Session**

Following the executive session a motion was made by Councilwoman Hundt and seconded by Councilman Boice to adjourn the executive session. Motion carried.

There being no further business before the board, a motion was made by Councilwoman Israel and seconded by Councilman Clark to adjourn the meeting. Motion Carried.

Respectfully submitted by,

Monica Cleveland  
Ancram Town Clerk