

Village of Tannersville

February 8, 2022

Date 6:00 PM  
Time  
Location Tannersville Village Hall

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**Present:** Lee McGunnigle, Mayor  
Greg Landers, Trustee  
David Kashman, Trustee  
George Bain, Trustee

**Type of meeting:** Regular Board Meeting

Robin Dumont, Village Clerk-  
Treasurer

**Absent:** Leigh JV McGunnigle, Trustee

**Also Present:** none

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***Minutes:***

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The Mayor opened the meeting with the Pledge of Allegiance.

**Regular Board Meeting**

**Vouchers, Abstracts, and Reports –**

The Mayor made a motion to approve the vouchers, abstracts and reports. Trustee Kashman seconded. Four in favor, one absent, motion carried.

The Mayor stated that we are more than half way through our fiscal year. We need to move money around in the budget as some anticipated categories are getting more work and others less. Neither contingency has been touched as of yet. The Mayor made a motion to approve the budget modifications as presented. Trustee Bain seconded. Four in favor, one absent, motion carried.

The Mayor stated to enter the following into the minutes:

**Village Clerk-Treasurer Report**

**Taxes/other:**

We should be receiving our tax relevies in March. Amount to be received: \$25,993.24.

Debt service this month includes the fire truck payment and annual retirement invoice. Fire truck is general debt, retirement is split 50/50 between water and general.

**Water Collections:**

We received the delinquent water from the Town Parcels \$29,711.24

The Outstanding village water is \$87,314.43. Letters have been sent to all property owners and we will send reminders again this month by 2/15 along with notices of intent to relevy.

Last month we had sent letters to all outstanding customers with information about programs available from the state to assist with payments of utilities.

We have billed \$875 in services charges to shut off water, rebuild meters and replacement meters. Property owners not present have been notified as to breakages in vacant homes.

We did a test read 2 weeks ago and found some homes with leaks and notified the owners. We will be doing another test read this week to see if some higher usage sites were fixed.

Other:

Budget Preparation for 2022-2023 Fiscal Year has begun. Departments have been notified.

Grants are moving along. Construction has finally halted at both the Pocket Park and Renwick

Payments have been submitted to DOS for Contracts C1000972 (Pocket Park) and C1001671 (Park).

Disbursement Requests ongoing with EFC for 2 grants. Long term financing prep (water grant has to be completed by end of April) is being completed by myself with Bond counsel and EFC. Working with Lamont on final budget.

Budget Modifications for 2021-2022 Fiscal year enclosed in packets. Moving money around between ledger codes. Have not touched contingency yet in either fund.

**Departmental Reports:** The mayor stated that these reports are to be entered into the minutes:

**Water Department:**

Shutoffs/rebuilds:

- Water shut off at 106, 130, and 148 Park Lane.
- Water shut off at 63 Church Street, meter rebuilt due to freezing and breaking.
- Meter rebuilt for 52 Renwick
- Meter rebuilt for Knowles Residence (Jerro Road)
- 15 Lakeview Meter could not be installed as there is no plumbing or heat in the house. Holes visible in basement wall.

Leaks:

- Keeping an eye on the leak at Sunview, to be addressed in the spring. Nothing has significantly increased. At times bone dry.
- Grays Lane & Showers Road leaks have remained status quo. Also to be addressed in the spring.
- Surface water plant tower sprung 2 leaks – which have been repaired.

Repairs/other:

- Fixed the drainage issue at Trailhead Village – their cause due to their plow company blocking up culverts causing the runoff on to village street.
- Replaced water line connection to cabin at 6715 Route 23A
- Cleaning out debris and garbage from Surface water plant. Preparing for painting and sheetrock.
- Pump out holding tanks at the request of Chief Operator, Joe Myers.

## Highway Department

SNOW & ICE – We continue to attack each passing storm as it has been a challenging year. Issues to add to this year’s nuisance storms has been timing, vehicle and pedestrian traffic requiring increase use of sand & salt. We will continue to maintain clear roads and sidewalks.

- Equipment – We continue to check and maintain the equipment we have to allow good working order. We have also repaired minor breakdowns as needed.
- Hydrants – At the request of the Clerk, I supplied an updated list of our hydrants and which ones are not in working order. As there may be a few that need complete replacement, most will need parts replaced. This will be addressed starting in the spring.
- Staff – For a team of 4, I would like to say this a good working team with each one having a great pride in their part. We strive to get each job done efficiently and quickly.
- Looking Ahead – As we are now half way through our winter season, it is time to plan our spring/summer work to coincide with our regular tasks.

## REORGANIZATION

The Mayor presented the following Reorganization List (Partial)

- Reimbursement for Mileage – current IRS rate per mile for use of employee’s personal vehicle.
- Village Clerk-Treasurer-Collector – Robin Dumont Done 4/2021
- Grant Administrator – Robin Dumont
  - Deputy Grant Administrator – Riley Knoetgen
- Deputy Clerk PT– Riley Knoetgen
- Deputy Collector PT– Phyllis Salpas
- Village Registrar of Vital Statistics – Robin Dumont
- Deputy Registrar of Vital Statistics – Phyllis Salpas
- Appointment of Deputy Justice – **TBD**
- Appointment of Court Clerk – Kathy VanValkenburg
- Official Bank – Greene County Commercial Bank
- Village Auditor – Donna Bates
- Village Attorney – William Simon, per diem
- Animal Control Officer – Bruce Femi
- Commission of Public Works: Lee McGunnigle, Gregory Landers, David Kashman
- ZBA Chairman – David Kukle
- ZBA Members – Charles Knopp and Jeremiah Dixon
- Commissioner of Parks/Camp – Leigh McGunnigle
- Co-Commissioner of Parks/Camp – David Kashman
- Contact for Publicity and Events: Robin Dumont
- Deputy Mayor – Gregory Landers
- The Village will accept all Greene county material bids.
- The Village will pay for all schooling or conventions for authorized Village Personnel.
- The Village Clerk may pay all utility bills or other bills that incur late penalties.
- Official Newspaper –Catskill Daily Mail

- Day of regular board meeting – 2<sup>nd</sup> Tuesday of every month
- Insurance Broker –
- Building Inspector/Code enforcement officer, Carl Giangrande
- Highway Department Supervisor/Foreman – **TBD**
- Authorize the Mayor to re-invest village monies in other banks for best interest rates.
- Schoharie Watershed Advisory Committee: George Bain Jr. & Rob Janizewski
- Kaaterskill Rail Trail extension: Lee McGunnigle
- Authorize the Mayor to file annual report with the NYS Comptroller.
- Authorize biweekly Payroll for employees.
- Authorize the Treasurer to sign checks when deemed necessary.
- Authorize the mayor to sign checks when deemed necessary only in the absence of the treasurer.

The Mayor made a motion to approve the list as presented. Trustee Landers abstained due to conflict of interest. Trustee Kashman seconded. Three in favor, motion carried.

**Grants/SEQR Current Projects:**

The Mayor stated that we have some projects getting underway and we are at the point where SEQR needs to be performed. The first up:

**Rip Van Winkle Lake Park project:**

The Short EAF is enclosed in your packets, Studio A has prepared the documents for SEQR Review and if approved, the Clerk will send out for coordinated review. The resolution is as follows:

**RESOLUTION OF THE VILLAGE BOARD OF TANNERSVILLE NAMING THE VILLAGE BOARD AS INTENT TO BE LEAD AGENCY FOR SEQR, DEEMING THE RIP VAN WINKLE PARK CONSTRUCTION PROJECT ON 33 UPPER LAKE ROAD IN THE VILLAGE OF TANNERSVILLE, NY AN UNLISTED ACTION REQUIRING COORDINATED REVIEW**

**February 8, 2022**

**WHEREAS**, the Village of Tannersville received New York State Department of State funding to make improvements to the Rip Van Winkle Park; and

**WHEREAS**, the Village of Tannersville, with aid from a citizen advisory committee and landscaping/planning consultants have drafted site plans illustrating proposed park improvements; and

**WHEREAS**, the Village Board of the Village of Tannersville is coordinating this project; and

**WHEREAS**, the proposed action will require permits and approvals from the New York State Department of Environmental Conservation, New York City Department of Environmental Protection, and the United States Army Corps of Engineers prior to initiation of any construction activity; and

**WHEREAS**, the project requires an environmental review under SEQRA 6NYCRR Part 617; and

**WHEREAS**, the Village Board of the Village of Tannersville has determined that they are the appropriate agency to be the lead agency for such review in this action; and

**WHEREAS**, the Village Board of the Village of Tannersville has reviewed 6 NYCRR Part 617.4 and 617.6 to determine whether the action is a Type I or Unlisted Action.

**NOW THEREFORE, BE IT RESOLVED AS FOLLOWS BY THE VILLAGE BOARD OF THE VILLAGE OF TANNERSVILLE, GREENE COUNTY, NEW YORK:**

**THAT THE** Village Board finds that all information submitted have been deemed sufficient for environmental review; and

**THAT THE** Village Board deems the application an Unlisted Action pursuant to SEQRA 6 NYCRR Part 617; and

**THAT THE** Village Board has determined that the NYS DEC, NYC DEP, and the US Army Corps of Engineers are other agencies upon which a permit is or may be required as part of the Rip Van Winkle Park construction project and because there are other agencies involved in permitting this action, 6 NYCRR Part 617 requires a coordinated review for this action; and

**THAT**, pursuant to the applicable standards of SEQRA 6 NYCRR Part 617, the Village Board of the Village of Tannersville concludes that it is the appropriate agency to serve as and declares its intent to serve as lead agency for a coordinated environmental review of the proposed action; and

**THAT**, the Village of Tannersville has prepared Part I of the Short Environmental Assessment Form; and

**THAT**, the Village Board authorizes the Village Clerk to prepare and circulate a Notice of Intent to Serve as Lead Agency and SEQR Coordinated Review letter.

The Mayor made a motion to approve the SEQR Resolution and move for coordinated review. Trustee Bain seconded. Four in favor, one absent, motion carried.

**Railroad Avenue Stream Bank Stabilization and Creek Restoration:**

The Mayor stated that as the board was aware, the Village had received funding to stabilize the Railroad Avenue stream bank and restore portions of the creek. This has been a long process and we are finally able to move forward with the repairs. With great assistance from Greene County Soil & Water and Mallone and McBroom, the narrative in your packets was prepared and SWPPP documents. The SEQR Short form is also enclosed. Coordinated review will also need to be done on this project and sent to 239 review.

The Mayor made a motion to declare this project an unlisted action under SEQR, further more that the Village will be lead agent in the review process, and move for coordinated review. Trustee Bain seconded. Four in favor, one absent, motion carried.

### **Privilege of the floor**

No one in attendance for privilege of the floor. The Mayor asked if the board had any other comments or questions.

Trustee Kashman asked if we had a total to date for all of our grants. The Mayor asked the clerk to update for the next meeting.

A member of the board (multiple people speaking) asked for a listing of what properties were tax exempt in the Village. The Clerk stated she will provide for next meeting.

### **Executive Session:**

Not applicable this meeting.

The Highway commission will meet with the DPW and create a short list of items needing attention and to get status on long standing items (i.e. inventory).

**Other:** The clerk let the board know that she is working with DEC to get what is needed for lily pad harvesting of the lake. She has reached out to the Village of Saugerties for a price to perform this service and will keep the board abreast of any developments.

### **DRI:**

The Mayor stated that the first public workshop will be February 28, and everyone is welcome to attend. They will most likely be doing zoom, as the first LPC meeting people were having trouble connecting. The website will contain all of the details. March 7 will be the next LPC Meeting.

### **Adjournment**

The Mayor made a motion to adjourn the meeting. Trustee Bain seconded. All in favor, motion carried.