

**TOWN OF DELHI  
BOARD MEETING  
March 11, 2024  
6:00PM**

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

Those present:

Councilmember's: Margaret Baldwin, Josh Morgan, Matt Krzyston, Christina Viafore  
Highway Superintendent Daren Evans

Absent:

Residents: Dale Downin, Cynthia Cobbe, Brad Lockwood, Angelo Krzyston, Chris Bodo, Jim Smart, Cindie Smart, Ashley Seyfried – Southern Tier 8 Regional Board, Elizabeth DeFalco – The Reporter

**The Pledge of Allegiance** was led by Councilmember Viafore.

**Privilege of the Floor:**

Brad Lockwood of Dirt Road Camp. Mr. Lockwood stated that he had received notice of an Order to Remedy from Delhi's CEO. He said that he and Dale have spoken, and that they are already working on taking care of that. He also stated per the special use permit they submitted, site plans to do turnouts for emergency vehicle access have been started and still needs to be finished, and they will do that. Jack Pardee, who does their road work, just had surgery, but he could run a bulldozer with one hand. Lockwood said they are going to give him a week to heal and get that done. Lockwood continued that they have been very responsible and have done everything that the Board has asked them to do, and they will continue to do that. Mr. Lockwood stated that was all he wanted to say and thanked the board. Lockwood then handed out a letter along with pictures to the board.

**Approval of February 12, 2024 Regular Monthly Meeting Minutes, and Public Hearings (2):**

Councilmember Viafore made the motion to approve the February 12<sup>th</sup> and the two February 12<sup>th</sup> public hearing minutes as presented, all three sets of minutes listed were seconded by Councilmember Morgan to approve. Motion carried.

**Old Business:**

Supervisor Boukai stated that the RS 2417-A Standard Workday Resolution would be tabled after speaking to Bookkeeper Hungerford. The Resolution requires 120 days of people's documentation of their days, we are going to wait until those 120 days have passed from the beginning of the year since we have some new people. The goal is to have this on either May or June's agenda to have that vote but need the documentation to do so. Then we can resolve and set the Standard Workday Resolution.

Supervisor Boukai stated for the appointment of the 2024 Recreation. She stated they are still working with John Kolodziej and have given him his job description. We are still proceeding with the job split into two positions with a swim director and a head lifeguard. When there is more information on that appointment, we will be able to make that appointment. Councilmember Baldwin asked if that was contingent on having enough lifeguards to do that in the first place. Supervisor Boukai stated they will go over it more when they get to Recreation/Health/Youth as there are more updates on that.

**New Business:**

Supervisor Boukai stated she had received the Dog Control Officer's request for Training. Chris Bodo has requested to attend the 12<sup>th</sup> annual DCO/ACO Conference in Guilderland. He doesn't need to spend the night so it would just be the registration fee of \$100.00. Councilmember Baldwin asked when the training was. Boukai stated the training is November 6<sup>th</sup> and 7<sup>th</sup>. Supervisor Boukai requested a motion to approve the DCO

to attend the training. Councilmember Krzyston stated that we would need to reimburse mileage. Chris stated that he will be carpooling with the DCO of Walton and will not need to be reimbursed. Per Bodo lunch will be included. The Deputy Clerk stated that the registration is \$25.00 cheaper if it is done now. Councilmember Morgan made a motion to approve the training with Councilmember Viafore seconding the motion. Motion carried. Councilmember Baldwin asked Bodo if there was anything else he wanted to talk about. Supervisor Boukai stated that it will be addressed at the end of the meeting.

Supervisor Boukai introduced Ashley Seyfried to make her presentation for “Climate Smart Community.” Seyfried stated she had folders to pass out. Seyfried then stated that she is the Sustainability Coordinator for the Southern Tier 8 Regional Board, they cover 8 counties including Delaware County. They help municipalities with economic development and planning and one of the programs they can help with is a New York State run program which is the Climate Smart Community program. It is a program to become more sustainable and help to adapt to changing weather patterns, be more flood resilient. It is a large program and by being involved in it you do different actions which make you more sustainable and resilient and you get points for them. By being involved in the program you get better access to grant funding as well. Basically, you get prioritized. Seyfried continued that the second page of the packet is all the grant projects they will or have funded. So, communities can apply for grant programs like sidewalk projects that promote walkability, bike lanes, upgrade municipal buildings to make them more energy efficient to save taxpayer money. The third page covered municipal vehicle rebate programs for replacing your fleet with hybrid vehicles up to \$7,500. Seyfried stated that it is a big program, and she came to address the board as they are working with the Village of Delhi as they are a registered Climate Smart Community and have created a task force. Some of it involves the Town of Delhi. They are working on an adaptation plan, and they thought it would be a good idea to involve the town as the village and town are so intertwined. She hopes that the Town would be willing to pass a resolution to get registered in the program, and there is a model resolution on the back of the first page of the folder. Supervisor Boukai stated that the next step would be for the board to pass a resolution. Seyfried then stated that the next step would be to recognize the task force with the Village so the town would not need to create a new task force as a lot of things are relevant to both. Councilmember Viafore stated that the Town does participate in Clean Energy. Seyfried said there is a lot of overlap between the two programs and there are some actions that can apply to both. Councilmember Baldwin asked Seyfried to describe the task force and the things that they do. Seyfried stated that every community is different, but they need to have at least one municipal official like a trustee, clerk, or planner, some are composed of volunteers. The Village of Delhi just started meeting a few months ago. They meet once a month and talk about the actions they have done and try to figure out where they fit in for specific buckets. The point system is a little complicated. The Village has 60 points now and needs 120 points not including any of their current action projects. Seyfried continued to give several examples of actions that would give you points and that are currently being worked on. Councilmember Baldwin asked about the cost, Seyfried said there is no cost, and the program is completely voluntary. Councilmember Krzyston asked if Seyfried could clearly advise the best way for the Town and Village to be together in getting credit for what the village has already done. Seyfried stated that the Town would not be able to get credit for what the village had already done but the village hasn’t done much yet. She further stated that anything that is worked on together would benefit both municipalities. Councilmember Viafore stated that we would receive 30 points just for passing the resolution and that she would be fine with being the coordinator. Supervisor Boukai asked who was on the task force other than Councilmember Viafore and Trustee Tweed. Viafore listed the proposed names of the people being considered. Councilmember Viafore stated that she had sent out a link that had the resolution attached as well as the action checklist that lists how many points can be earned. The board discussed the possible resolution. Councilmember Morgan asked if they wanted to pass this resolution tonight. After discussion the board decided to review and talk about it another time. The board thanked Seyfried for her presentation.

Supervisor Boukai stated that Superintendent Evans had two things to bring to the board. The approval to bid for grit/diesel/heating fuel and to advertise for two (2) weeks. Council member Baldwin made the motion to approve Superintendent Evans to send the bids out and to advertise the bids in The Reporter for two (2)

weeks. Superintendent Evans mentioned that he had just spoken to the Deputy Clerk about a typo in the Bid. The amounts should be 4000 yards of each not 400 yards. The Deputy Clerk will fix the amounts before they are sent out. Councilmember Viafore seconded the motion. Motion carried.

Supervisor Boukai stated that Superintendent Evans would like to appoint Adam Atkinson as Deputy Highway Superintendent retroactive to January 1<sup>st</sup> of this year at a rate of \$2,500 as per the current union contract. Councilmember Baldwin questioned why the appointment was retroactive. Superintendent Evans stated that per the union contract the \$2,500 is an annual stipend. Councilmember Krzyston made the motion to approve Adam Atkinson as Deputy Highway Superintendent at a rate of \$2,500 per year per the union contract. Councilmember Baldwin seconded the motion. Motion carried.

### **Committee Reports:**

**Highway/Machinery: (Councilmember's Baldwin & Morgan)** Written report from Superintendent Evans provided to councilmembers. Evans stated that they have taken advantage of starting some projects with the no snow weather and gotten a head start with sweeping some roads. It normally takes two to four times to clean up a paved road. Brush work and prepping the roads has continued for the roads that need to be paved and oil and stoned first, then continue with the prep work. Supervisor Boukai stated that she saw that the numbers for the CHIPS money from the state had come in. Superintendent Evans said we will find out what the town will receive for the 2024-2025 season when this year's New York State budget is passed. Motion made by Councilmember Baldwin to approve the Highway Report. Councilmember Morgan seconded. Motion carried.

**Personnel: (Councilmember's Viafore & Baldwin):** Councilmember Baldwin pointed out that the flag was at half mast to honor the loss of the three (3) people killed in a helicopter crash near the Southern Border. Two of the people killed were from New York State. Baldwin continued that Justice Burkert was at a training in Albany this week, so he was unable to be here to announce that the JCAP grant was approved. The board discussed who would administer the grant money. Councilmember Baldwin stated that she wanted to thank Supervisor Boukai as her investments have paid off well for all departments so far. Councilmember Krzyston agreed with Councilmember Baldwin's statement.

**Recreation/Health/Youth: (Councilmember's Krzyston & Supervisor Boukai):** Councilmember Krzyston stated that they have developed a calendar for the pool of opening times, requirements for staffing, to see where they are lacking. They are also preparing a mini grant to add a couple little things to the pool area; including shade, shower, and sunscreen (for the dispenser that Delaware County Public Health gave us). Krzyston stated that he has spoken to Delaware Academy, and they will let students know via the daily announcements that the Town is looking for Lifeguards for this season, so hopefully we will receive more applicants this year as that has been an issue the last few years. Krzyston updated that the concession building down by the pool that the board wants to turn into an opportunity to have vendors at the pool; there is a club at SUNY Delhi, NECA which is the National Electric Contractors Association; they have been helpful in the past and have committed to help again this season. The board does need to discuss how much money they have left from the amounts budgeted for a few years now as this project started originally right before COVID. The project was put on hold due to the expense of materials during that time. The building will be fairly basic with just spots for people to plug in and store things at the brick building. In addition, Supervisor Boukai stated that she has written job descriptions/ advertisement notices for Head Lifeguard, and lifeguards. That way we have a description to give people when they come in. Boukai also brought up that the landscaping will need to be advertised soon and it was mentioned last meeting the \$2.00 savings if we can fill up 300 gallons of chlorine at a time, it would entail the town getting a second chlorine tank that would hold 150 gallons. Boukai is doing more research on pricing and making sense of all of it, she stated she has a call set up with Dusty regarding chlorine tablets or liquid, to see which option would be better for the town. Councilmember Baldwin questioned if with bigger tanks they would eliminate the 55-gallon tanks. Supervisor Boukai stated yes, they would have 2 150-gallon tanks. Baldwin continued that when calling to refill the tanks the company requests that they know exactly how much chlorine is needed and described how the delivery truck likes to deliver. Supervisor Boukai stated that for safety and ease of use a little less liquid chlorine stored in the chemical room would be a good

thing, and the corrosion issues from storing the chlorine over the winter. There are pros and cons with each, so she is exploring those options. As an update for the community Supervisor Boukai stated that swimming lessons will be offered in the evenings this year sometime between 4pm-7pm. Lessons will start the week after July 4<sup>th</sup>, to get three consecutive weeks, then the second session will start immediately after the first session ends. John Kolodziej will be responsible for setting up when each level has classes. This year we don't know what to expect with the SUNY Delhi pool being closed this summer, the town may be able to hold some adult classes in the morning. Possible pool operating hours were discussed. Supervisor Boukai stated that she believed that it was discussed at the end of last year regarding Woodland Cemetery; Boukai took a class at AOT training and spoke with someone at the NYS today along with working with Dave Kopecek, he stated that if a town has to take over a cemetery it just becomes an extension of what the town can do for the cemetery anyway, like tree trimming, or roads. In the meantime, we can just treat the Cemetery as an extension of the town, so we can help them in quite a few ways. Boukai has not reached back out to Dave Kopecek, but if the cemetery needs anything to let the town know.

**Economic Development/Shared Services: (Councilmember Morgan & Viafore):** Supervisor Boukai asked for a motion to appoint Councilmembers Morgan and Viafore to the Flood Commission. Councilmember Baldwin made the motion. Councilmember Krzyston seconded the motion. Motion carried. Councilmember Morgan stated that now that himself and Viafore are appointed they will be able to set up meetings regularly, then Soil and Water will work with them. Supervisor Boukai did state that she had a call scheduled with Graydon Dutcher but, it was rescheduled, to talk about the Woolerton Street bridge. Once they meet there is one more step to go to DEC or DEP, Dutcher stated that they have a turnaround of about 5 days, then we can get it advertised. Councilmember Baldwin stated that it would be good to keep the neighbors of the bridge updated. Councilmember Krzyston stated that residents should be aware that these are just concepts of what could work, nothing is being built at this time. Councilmember Morgan asked Superintendent Evans if a Jersey barrier was put in, Evans stated yes.

**Buildings/Codes: (Councilmember Morgan & Krzyston):** Councilmember Morgan stated in the month of February 2024 there were: 1 building permit issued, 10 inspections / meetings, 4 in-office conferences, 2 fire inspections, 2 c/o letters, 1 c/o letter, 2 violations and he 118 drove miles.

Councilmember Krzyston mentioned the concession stand building, while talking with NYSEG he was informed that the town never paid the \$350.00 fee for the new hookup. Krzyston stated he will find more information on that and pass it along. Deputy Clerk Mills requested that Krzyston contact NYSEG and have them email it to the Clerk's Office so it can be added to the Abstract to be paid.

**IT: (Councilmember Viafore & Krzyston):** Councilmember Viafore stated that she has sent out tons of Nixel alerts, March 15<sup>th</sup> the NYS Burn Ban goes into effect, there is a Tree's for Tribes program through DEC, where if you have 50 feet of waterfront property you can apply for this and can receive 25 trees to plant to help with stream stabilization. The board discussed that municipalities are able to utilize this program as well.

### **CODES Monthly Report:**

A motion was made by Councilmember Viafore to accept the codes report for February 2024. Councilmember Krzyston seconded the motion. Motion carried.

### **Justice Court Report:**

A motion was made by Councilmember Krzyston to accept the February 2024 Justice Court Reports. Councilmember Viafore seconded the motion. Motion carried.

### **Clerk's Monthly Report:**

A motion was made by Councilmember Krzyston to accept the February 2024 report, seconded by Councilmember Viafore. Motion carried.

### **Supervisor's Financial Report:**

Supervisor Boukai stated that she had uploaded everything for the board into the drive, she also created an excel sheet with all the investments, when they mature, what interest rate we are getting, all the information on that is in the sheet. Boukai stated that she had reported that they would be starting out slow which they have. She reached out to DNBD today and they have one more round of CD's that she would like to do as interest rates are stable and should stay above 4.9% for a while, which is good news for the town. Boukai encouraged the board to ask any questions they may have. Councilmember Krzyston confirmed that DNBD was working with the town. Supervisor Boukai stated yes, DNBD is unable to complete rate wise with, but the value of a local bank outweighs the interest rate difference. Boukai stated that the town is at about 40% of what they can invest with DNBD, while the other 40% is with NYCLASS. Boukai and Hungerford will determine where the last 20% goes. Bookkeeper Hungerford is updating things to the Supervisor's folder under the March meeting, the reconciliation reports are in that folder.

A motion was made by Councilmember Krzyston to accept the Supervisor's Report for February with Councilmember Baldwin seconding. Motion carried.

### **Supervisor's County Report:**

Supervisor Boukai stated that she had forwarded the board all the information that will be discussed at the upcoming County board meeting, the second social services committee meeting, and first mental health committee meeting on Monday, no agendas as of now.

At the last meeting the vote occurred for the un-housed shelter. Out of all the resolutions everyone voted yes for everything except Boukai for the one specific resolution. To touch on the rumors about the 4-H program and CCE going around, the Board of Supervisor's are aware of it but, don't have control over a separate entity. CCE has their own board who are responsible for who they hire or fire. For people who are concerned, they can watch their meeting on Wednesday, there is a zoom link going around. The BOS will get their information after that meeting occurs and they know about the importance of the 4-H program not only for the Delaware County Fair but for the camp and summer programs.

Supervisor Boukai asked if there were any County questions. Councilmember Krzyston asked if there was anything to report on the building that was vacated on Page Ave. Boukai stated there are still some people working in the building, they should be out as soon as the last two garages are built which they are hoping those will be completed by the end of April or May. Boukai met with Mayor Gearhart and Chairperson Mole, Mole wanted to gauge Gearhart and Boukai's feeling about the County selling that building, both felt that the building going up for sale would be good; any community member that wants to contribute in a way that benefits the entire community is welcome. Boukai stated that probably the best use for that space would be some sort of residential/ mixed use building. Ideas have been thrown around about how that could be a shared Town/Village Hall with the Court and the Police Department. They are not sure if that would be able to be worked out but, it would make it so our current offices could be put back on the tax rolls, and there are funds available if the Town and Village were to start consolidating. Which is generally what the State would like to see. It is an exciting opportunity, and they are still exploring other places that they could potentially move to. However, housing is the main thing, before a joint Town Hall. Councilmember Krzyston asked if there were any issues with the new DPW building. Boukai stated that it seems to be working nicely. Krzyston asked about the family visitation center. Boukai stated that they are putting on the decks with ramps on the outside now. Krzyston asked if the bids have all been accepted for the other building and when work is going to be started on that. Boukai stated yes, the bids were accepted, she is not sure when the building will start. Krzyston thanked Boukai for her vote on that building. Boukai said that she could not with confidence say that this was the right path to go down as there was no data provided on the choice to build there.

### **Abstracts:**

Councilmember Viafore made the motion to approve Abstract #003 – 2024 accounts A – DB Voucher No. 0071 – 00115 equaling \$39,453.03. Account "TA" Voucher No. 002 - 004 equaling \$18,701.67. Total vouchers submitted \$58,154.70. Councilmember Krzyston seconded the motion. Motion carried.

**Executive Session:**

Councilmember Viafore made the motion at 6:48pm to go into executive session for potential litigation with Councilmember Krzyston seconding. Motion carried. Supervisor Boukai requested Dog Control Officer Chris Bodo to stay for his discussions and stated that they would have Code Enforcement Officer Dale Downin come in when Bodo was done.

A motion to exit the executive session was made by Councilmember Viafore at 7:45pm with Councilmember Krzyston seconding. Motion carried.

**Adjourn:**

Supervisor Boukai asked for a motion to set a public hearing for Monday April 8, 2024 at 5:55pm and to have the Clerk advertise the public hearing for 2 weeks, for amending Dog Law of 2010, Councilmember Baldwin made the motion, Councilmember Viafore seconding, motion carried.

Councilmember Krzyston made a motion to adjourn the meeting at 7:51pm, Councilmember Viafore seconded. Motion carried.

Respectfully submitted,

*Laura K Mills*

Laura Mills  
Deputy Town Clerk  
Town of Delhi