

**TOWN OF WASHINGTON
TOWN BOARD MEETING
MAY 14, 2020**

The Town Board of the Town of Washington held their regular Town Board meeting on Thursday, May 14 2020, at 7:00 PM, via Zoom due to the Coronavirus Pandemic and the Executive Order 202.1 issued by Governor Andrew Cuomo. Supervisor Gary Ciferri called the meeting to order with the following present: Councilmen Stephen Turletes, Robert Audia, Al De Bonis and Michael Murphy, Town Clerk Mary Alex, Recreation Director Chelsea Edson, Assistant Recreation Director Kelly Cassinelli, Zoning Administrator Nancy Patrick, Town Attorney Jeff Battistoni and Bookkeeper to the Supervisor Lois Petrone.

Also present were John Penney, representative of Dutchess County's Census Task Force, Village of Millbrook Trustee Kevin McGrane, Judith Balfe and Howard Schuman.

Supervisor Ciferri opened the meeting with the Pledge of Allegiance.

Supervisor Ciferri requested that Town Clerk Alex perform a Roll Call:

Councilman Stephen Turletes: Present
Councilman Robert Audia: Present
Councilman Al De Bonis: Present
Councilman Michael Murphy: Present

John Penney: Dutchess County Chair Complete Count Committee for the United States Census. Mr. Penney presented information on the US Census. He explained that the Coronavirus Pandemic shows why the Census is so important. Funds are disbursed throughout the country based upon population, income levels and other answers. If we don't have a complete count, funds or services may not be provided to the community. He stated that the Town of Washington has a lower response rate than the rest of the county. The committee attributes that to the fact that anyone in Millbrook, with a PO Box will not receive a Census form through the mail. Supervisor Ciferri asked what is an acceptable average and was informed that at this stage numbers in the 50% range is acceptable. The Town is currently around

If residents have not received their Census packet through the USPS, they may complete the Census on the internet, (www.2020census.gov) however it is preferred that residents wait until a US Census worker leaves a packet at their place of residence. Anyone that has received the Census form via the USPS should complete and return it by mail or complete it online. Due to the Coronavirus Pandemic, US Census worker field work has been delayed from April and may resume in August. The Town will continue to encourage that residents complete the Census form. Mr. Penney is available to answer questions from the Board or the public.

Supervisor Ciferri complimented Ms. Edson on how nice the Town Park is looking in preparation for summer activities. He asked that the sign at the entrance be straightened so it sit's correctly and that the rope between the posts be fixed. Ms. Edson said she will make sure they are attended to.

Ms. Edson reported that the Recreation Commission met last evening via Zoom. The Committee has agreed that the Town should offer summer programs rather than camp. Programs do not require Board of Health approval. While we will serve a smaller population, we will be able to meet the social distancing requirements. Ms. Edson expects to offer two week programs by age group and they will run

through August. Staffing will be young adults who have run programs and some former camp counselors.

Park Caretaker Ricky Butts has started working for the season. Through the summer, he will be working five days a week. His focus is working on cleanup from winter and purging garages for additional storage space.

Due to the Coronavirus Pandemic, Paul Iannucci will not be opening up at the concession stand. Regarding pavilion rentals, we can only offer the park for pavilion rentals if we are not opening the pool. From the Board of Health, the beginning of July is the earliest pools and beaches can open as long as we meet the 7 criteria and phases 1-3 go well or there is approval from a higher state authority stating otherwise. The Senior Citizen picnic is postponed indefinitely.

Regarding the pool, the Town will hold off purchasing chlorine until June 1st. We may need to purchase more than we can use for the season, which might create a storage problem. Councilman De Bonis offered space in his lab, if needed. The Town anticipates opening the pool around July 1, dependent upon New York States phased opening plan.

Supervisor Ciferri thanked Recreation Director Edson and Assistant Recreation Director Cassinelli for packing up their office at the Village Hall and swiftly relocating to the Town Hall. Ms. Edson said she looks forward to working from their new location. She has provided dates for Recreation programs to Mayor Brown for the use of the Village Gym. Mayor Brown said he does not yet have prices established for use of the facility.

The Board discussed the upcoming Bathroom Improvements project. The Town has fully vetted MCT AT SERVICES. The project is on hold until the Mid-Hudson Valley is allowed to open under NYS Phase One standards. The contractor must provide the necessary paperwork, insurance and bonding prior to being issued a Notice to Proceed. At this time, it is anticipated that the project will be substantially complete by July 1, when we hope to begin summer programs.

We had four municipal title searches for April and no site inspections were done by us due to the circumstances. This is noted in the letter that no site inspection was done by us for this search. Of the four searches, three of them have violations:

- 590 Verbank Road has an addition to the garage without a building permit,
- 212 South Road has a shed without a building permit,
- Hibernia Road (Marshall) has a gunite pool and a house without a building permit.

All were asked to contact our office to discuss how to rectify the problems. Unfortunately, we cannot issue Building Permits at this time.

In regards to Arcadia Fields, a large property that consists of three different parcels, the sellers attorney and the property manager understands the process to bring the property into compliance in terms of Building in order to have the correct Certificates of Occupancy/ Compliance issued. There is a barn that requires Board of Health Approval.

Pertaining to Data Collecting, I've been working with Lisa and Judy to prioritize a list of properties to review in the Village of Millbrook. We are unable to go onto the property which makes it difficult to confirm the inventory. I did the review from my car and took photos and updated the property card. I have done 23 properties in the Village. The Assessor wishes to concentrate on Village properties in the upcoming year. Lisa and I have been reviewing Town Building Permits for the status of the projects and valuations.

There were two Zoning complaints filed in April:

- 4075 Route 343 with cars and wood in the driveway. I contacted the owner as he is renting the property and then spoke with the tenant. He is working on cleaning it up and removing the unregistered vehicle.
- I sent a letter to the gas station on Route 44, on April 24th, indicating their sign is in violation of Section 331 and for them to contact me. I have not heard from them as of yet.

We are continuing to work remotely for a few hours in the office, and handle calls / emails at home. The communication with several co-workers is going well.

Supervisor Ciferri said that the Town's Equalization Rate has been established at 97. Councilman De Bonis asked for an explanation of what the rate means to the town and its residents. Information will be forwarded to the Board and posted on the Town website.

Bookkeeper Petrone said that up until today, she has had success using the KVS Cloud based system. Earlier in the day, she was unable to print from KVS. She will attempt it again tomorrow. Otherwise, working from home has been going well. She continues to perform deposits, payroll, vouchers, transfer station billing, communication with employees and other agencies.

Town Clerk Alex advised that she has received an email from Susan Nestle regarding poor internet service on Hoxie Road. Town Clerk Alex requested permission to draft a letter to Altice, the cable franchisee and Governor Cuomo's Task Force formed to address internet issues throughout New York State. The Board concurred and encouraged residents to do the same.

Town Clerk Alex provided a COVID 19 Update:

1. The Highway Department and the Transfer Station are considered Essential Services and all employees are working from their base locations. The Transfer Station is back to operating three days a week.
2. The Town Hall continues to be closed to the public. Employees are providing services via phone calls, emails and exterior pickup of permits and licenses.
3. Employees are rotating shifts in the Town Hall and working from home.
4. Reopening Washington will begin with the building and zoning employees resuming their normal hours. The reopening plan will be distributed to the Town Board for review and approval, prior to presenting it to employees. The Town Hall will remain closed to the public, however front door pickup has been and will continue to be available.

Town Clerk Alex advised that the focus of her next two weeks will include working on Zoning Amendments, Revising Applications and creating Fillable Forms for the website. Councilman De Bonis said the Zoning Amendments should be the priority.

The final day of Tax Collection is June 1st. The unpaid list will be provided to Dutchess County and then a final reconciliation will be made with Dutchess County and the Town.

Councilman Audia spoke about the generators for the Town Hall and Highway Garage. He did not realize the second vendor had not provided a price to the Town. He will follow up with the vendor and get the project back on track.

Councilman De Bonis discussed recent applications before the Zoning Board of Appeals and the Planning Board:

Zoning Board of Appeals:

- Benardo: Shunpike, Side yard set back variance. Approved.

Planning Board:

- Millbrook Winery: Special Use permit, Migrant Worker Housing. Discussed without any action taken.
- Keller – De Bartolo: Lot line revision. Approved pending information to be submitted.
- Global Self Storage: Sign Permit. Referred to the ZBA.
- Hegel: Wetlands Permit, constructed pond. Referred to DEC.
- Millprop I, Millprop II & Oak Summit LLC: Lot line revision. Approved pending information to be submitted.

Councilman De Bonis notified the Board that recent Planning Board applications have been submitted with missing information. He wants to have this corrected and to make sure that every application is thoroughly reviewed and completed prior to Planning Board review. After a brief discussion, the Town Board concurred and directed Zoning Administrator Patrick to ensure the applications are given a thorough review, and if necessary, returned to the applicant for completion.

On a motion made by Supervisor Ciferri and seconded by Councilman Murphy, the Board approved the following claims as presented:

General Fund A	\$108,586.39
General Fund B	\$12,615.99
Highway Fund DB	\$17,191.23
Fund T	\$1,260.00

The vote was as follows:

Supervisor Ciferri:	AYE
Councilman Turletes:	AYE
Councilman Audia:	AYE
Councilman De Bonis:	AYE
Councilman Murphy:	AYE

There being no other business, on a motion made by Councilman Murphy and seconded by Councilman Turletes the meeting was closed at 8:30 PM.

The vote was as follows:

Supervisor Ciferri:	AYE
Councilman Turletes:	AYE
Councilman Audia:	AYE
Councilman De Bonis:	AYE
Councilman Murphy:	AYE

Mary Alex, Town Clerk

REPORT SUBMITTED BY DEPARTMENTS

Assessor department summary review and updates:

The tentative roll was filed and published by May 1st; therefore, grievance day is still on schedule for Tues, 5/26/20. The link and information for grievance day is posted on our website main page. Grievances received to date are a handful at this point, since I have been working with the property owners all along to resolve their complaints through explanations and negotiations, etc.

I do expect to have a handful of stipulations for the BAR which will help with their workload on grievance day. I'm hoping I've decreased the number of complaints to be heard on 5/26/20 since I have been proactive to resolve them ahead of time but know there are some that do not give me that opportunity to review them ahead of time. We are planning to have a zoom meeting venue for grievance day from 2-4 and 7-9pm, if any of you are interested. The information for joining will be available on our website soon.

I am also within a week of having 750 hours and will submit those hours to Mary within the week so we can move forward on appointing me as the "Assessor", instead of "Acting Assessor". We are also ramping up to do field visits as soon as we are able to do so to visit some of the properties, we have been unable to see for the last few months. I am looking forward to having more normalcy in the near future, as I'm sure we all are!

Lisa Evangelista, Assessor

HIGHWAY DEPARTMENT

The Highway Department and Transfer Station attendants have been back to regular schedules. They are being routinely monitored to assure everyone is healthy.

The Town has a paving project for the first week in June for Stanford Road, northwest from the Shunpike to the Town line.

Joseph Spagnola, Highway Superintendent