

**Danby Town Board  
Minutes of Regular Meeting  
August 13, 2018**

**Present:**

Councilpersons: Ric Dietrich (Supervisor), Jim Holahan, Jack Miller, Matt Ulinski

**Not Present:**

Councilperson: Leslie Connors

**Others Present:**

Town Clerk	Pamela Goddard
Planning	CJ Randall
Bookkeeper	Laura Shawley
Public	Ted Crane, Ronda Roaring, Pat Woodworth, Nancy Pochily, Bruce Richards, Elizabeth Lawrence

**Regular Meeting Opened at 7:20 pm**

**Planning Board Vacancy Interviews**

The Town Board interviewed three applicants to a current vacancy—the remainder of a term vacated by Frank Kruppa —on the Planning Board. The term runs through the end of December, 2018.

Bruce Richards is a long-term resident of Danby, living in West Danby and involved with the timber industry. He stated that he has no prior experience with municipal government, but had been involved with the 2009 Hamlet review, and he was applying because Leslie Connors approached him.

Nancy Pochily is a long-term resident of Danby with experience, as a paralegal for several local attorneys including Thaler and Thaler, in municipal and real estate law. As part of her legal work, she described a familiarity with land use, subdivisions, and other planning and code enforcement related matters.

Ted Crane is a long-term resident of Danby, and a prior applicant to Planning Board vacancies. He reported regular attendance, including useful participation, at both Town Board and Planning Board meetings over a period of ten years. He has participated in several municipal studies (including the hamlet revitalization study) and has received planning board training from CARDI.

The Town Board thanked all of the applicants for their interest. The Board opted to wait until it had a full Board for further consideration of making an appointment to the PB vacancy.

**Privilege of the Floor**

Ronda Roaring, commented on tree trimming on Fisher Settlement Road. She objected to the condition of trees. Dietrich and Shawley responded on behalf of the Highway Department, that branch trimming is necessary as a part of road maintenance to reduce shade and allow drying on dirt roads. The work done was a “first pass” and be further trimming and cleaning up will follow.

## **Warrants**

### **ABSTRACT #8 OF 2018:**

#### **GENERAL FUND**

#308-361 for a total of \$31,799.94

**Moved by Miller, Second by Holahan. The motion passed.**  
**In Favor: Holahan, Miller, Ulinski, Dietrich**

#### **HIGHWAY FUND**

#165-206 for a total \$52,528.73

**Moved by Holahan, Second by Miller. The motion passed.**  
**In Favor: Holahan, Miller, Ulinski, Dietrich**

#### **WEST DANBY WATER DISTRICT FUND**

#17-19 for a total \$207.45

**Moved by Ulinski, Second by Holahan. The motion passed.**  
**In Favor: Holahan, Miller, Ulinski, Dietrich**

## **Approve Minutes**

### **MOTION - APPROVE MINUTES**

Moved, That the Town Board of the Town of Danby approves the minutes of July 9 and 16, 2018.

**Moved by Holahan, Second by Ulinski. The motion passed.**  
**In Favor: Holahan, Miller, Ulinski, Dietrich**

## **Planning Board Chair**

Supervisor Dietrich reported conversations he had with members of the Planning Board regarding a Chair to fill the vacancy left by Frank Kruppa. This appointment would be effective through the end of December 2018. Two people have come forward; Joel Gagnon and Jim Rundle. Dietrich expressed his views on both of these candidates. For him, the choice came down to a matter of style regarding effective leadership for meetings. Both Gagnon and Rundle are interested and willing to serve.

Ulinski reported that Connors supports the appointment of Rundle as PB Chair. Ulinski stated his own support for Gagnon as Chair, based on his work with Gagnon on the Conservation Advisory Council. He also stated that he would support the recommendation of the PB, if it were different. Dietrich reported that most PB members who had contacted him supported Rundle as Chair.

There was discussion regarding a Chair and "deputy chair." Holahan suggested that Rundle as Chair and Gagnon as deputy chair would be a good team and a way to tap the resource of their various expertise. It was acknowledged that the TB appoints a Chair and the PB could then appoint a deputy chair if it so desires.

### **RESOLUTION NO. 54 OF 2018 - APPOINT PLANNING BOARD CHAIR**

**Resolved**, That the Town Board of the Town of Danby appoints Jim Rundle as Chair of the Planning Board for the remainder of 2018.

**Moved by Holahan, Second by Dietrich. The motion passed.**  
**In Favor: Holahan, Ulinski, Dietrich**  
**Opposed: Miller**

After the vote, Miller stated that his opposition was a vote of support for Joel Gagnon as a fair and thoughtful candidate for Chair.

## **Highway Report - Wash Bay Building, etc.**

Shawley reported on improvements planned to facilitate the installation of a water recycling system for washing highway maintenance vehicles and equipment. This will include the construction of a new wash bay building. The Town has received a major grant to cover the equipment cost for the wash bay, but the building cost falls on the Town, as does construction of the wash bay itself. An estimate of the cost of this building is in the range of \$150–180,000. This project will need to go out to bid. Cost estimates must include prevailing wage.

Shawley reported that \$75,000 of this cost can be covered by NYS CHIPS highway improvement funds. The rest can come from the Highway building reserve. That building reserve balance was approximately \$250,000 at the end of June. It is anticipated that additional money will be added to this fund at the end of 2018. There should be enough to cover this project and also be available for emergency needs.

Construction of this building will not begin until 2019. Equipment installation and all work related to the grant must be completed by June 30, 2021. The bid package for building construction will be complete this winter, so that construction can begin in spring 2019.

The garage doors (related to the NYSERDA grant), intended to conserve heat, should be installed by this winter. Bids are being sought at this time. Costs related to this work will be paid as work is completed and then the Town will be reimbursed by NYSERDA. Shawley is setting up a “Capital Project Fund” to keep track of financial information related to this work.

Randall reported on project elements that have caused some delays in the projects related to this NYSERDA grant. Randall has been in communication with a NYSERDA representative regarding the scope of work for the projects. All of the administrative requirements are being met. Project work should begin in September. The total grant award is \$99,814.

## **NYS DEC SEQRA Updates**

Planner Randall reported on upcoming changes to the SEQRA categories for “type II” determinations. These are the first updates to the NYS DEC guidelines for environmental quality review in at least 20 years. Type II actions are generally seen as environmentally neutral. The DEC has made additions to the Type II category, including energy retro fits/reuse of residential or commercial structures, solar installations in brown fields, solar installations on existing buildings, and other “green technology” related actions, and the addition of land into park land. This will make the building permit process more streamlined for such projects. These changes go into effect January 1, 2019.

## **Planning Report**

A Planning report for the month of July was given by CJ Randall. The application for a Housing Needs Assessment was completed and submitted. The Town should receive a determination in mid-December.

The survey drawings for the Brown Road stream bank are complete. This information is being forwarded to the proper agency.

Preliminary information was given on a probable need for revisions to the White Hawk Ecovillage PDZ. These are related to subdivision and a change in ownership. Randall notified the Board that there will be a need to look at some significant revisions and rezoning to correct a subdivision mistake. A survey map was accidentally filed with the County Clerk as a subdivision map. In addition, White Hawk’s site plan is written into its zoning, making it next to impossible to make simple changes. A proposed amendment to this PDZ is being drafted by White Hawk’s attorney and the Town Planner. There was a brief discussion as to the differences between the White Hawk and EcoVillage co-housing communities.

Randall gave an update on plans for the South Hill recreation way. The Town of Caroline Board is interested in moving forward with the recreation way. They expect to take some action at their September Board meeting. There may be a need for an updated Memorandum of Agreement between the Town of Danby and Caroline. Dietrich noted that there is likely to be some “push back” and that Town Board members may receive phone calls on this matter. He stated that the municipalities want to proceed, even though there is some resident opposition in Caroline. Dietrich asserted that the Towns of Danby, Caroline, and Dryden are committed to proceeding with the South Hill Recreation Way. The Town Attorney’s opinion is that there is a legal ability, via right of ways, for the Towns to do this. Dietrich stated a view that this is for the greater good.

Randall gave a brief update on a site plan for the EV charging station at the Town hall. A further update should be presented by Paul Hansen at the next TB meeting. The charging station has not yet been delivered.

Holahan asked for an update on Climate Smart Communities. Randall reported that this initiative has a new web site. The web site contains easy to access information and climate action plans. Randall reported on progress being made by the Town of Danby.

### **Short Reports - Justices, Town Clerk**

Copies of the Justices’ monthly reports were circulated to the TB.

The July Town Clerk’s Report; \$1,992.20 was received in the month of June for three days of fishing license sales, 44 dog licenses, 7 building permits, and one planning fee. \$1,861.34 was disbursed to the Town Supervisor, \$70.86 to NY DEC, and \$60 to the NYS Animal Population Control Program.

### **Adjournment**

The meeting adjourned at 8:55 pm.

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Pamela Goddard, Town Clerk