

The Milan Town Board held their Regular Town Board Meeting on 02/20/2017 at 7:00 PM at the Milan Town Hall.

Present: Supervisor William Gallagher
Councilpersons Jack Campisi, Charles Godfrey, Marion Mathison, Douglas Raelson

The Supervisor opened the meeting with the Pledge of Allegiance.

MINUTES: Special Meeting – Annual Acct. of Books – 01/16/17 – **MOTION** by Supervisor Gallagher seconded by Council. Godfrey to accept these minutes as written. Roll was taken and carried

YES - 5 Campisi, Godfrey, Mathison, Raelson, Gallagher

NO – 0

MINUTES: Regular Town Board Meeting – 01/16/17 – **MOTION** by Supervisor Gallagher seconded by Council. Mathison to accept these minutes as written. Roll was taken and carried

YES - 5 Campisi, Godfrey, Mathison, Raelson, Gallagher

NO – 0

MINUTES: Special Meeting – Bereavement Policy – 01/23/17 – **MOTION** by Supervisor Gallagher seconded by Council. Raelson to accept these minutes as written. Roll was taken and carried

YES - 5 Campisi, Godfrey, Mathison, Raelson, Gallagher

NO – 0

CORRESPONDENCE:

- Letter dated February 1, 2017 from the Association of Towns asking towns to write letters to their local representatives regarding the AIM funding for towns. **MOTION** by Council. Campisi seconded by Council. Mathison to authorize the Supervisor to write a letter to the Governor responding to his proposal.
- Letter dated January 25, 2017 from Altice informing the Supervisor that it is ceasing operations of “V-ME effective March 4, 2017 and it will no longer be available to Altice USA customers.

BUSINESS

SOLAR PANELS

Council. Raelson gave an update on the solar panels. He said that he was working with Bob Hamill from Solar Plus and Oliver Noll from Renua Energy, formerly known as Solas Energy to change the language in the contract.

TRANSMISSION LINES

Council. Mathison gave an update on the transmission lines. She handed out to the town board a press release and a Transmission Line Project Status Report and gave it to the town clerk to put on the web site. She said that this year is going to be largely one of monitoring what's going on with the project, which is currently in the phase of work with the grid manager. They're in the process of deciding who will get the work. She said that could take anywhere from eight months to next year at this time. After that they will move into the Title 7 work, which is the true engineering research environment work that will take another 18 to 24 months. Council. Mathison said that we are at this point three years away, more likely four from knowing the final route and the final design. She said the only thing we know for sure is that the PSC is going to go ahead with the project. Council. Mathison said that there was a very productive meeting in January, and we are in the next phase. She said that all information will be on the web site and if anyone that would like more information they could go to www.hvsec.org.

SNOW AND ICE POLICY

MOTION by Council. Campisi seconded by Supervisor Gallagher that the Milan Town Board be designated as lead agency for a SEQRA review of Resolution 1 of 2017, the SNOW & ICE CONTROL POLICY FOR THE TOWN OF MILAN. Roll was taken and carried
YES - 5 Campisi, Godfrey, Mathison, Raelson, Gallagher
NO – 0

MOTION by Council. Campisi seconded by Supervisor Gallagher to declare the SNOW & ICE CONTROL POLICY FOR THE TOWN OF MILAN a Type II action under 6NYCRR Part 617.5©(19) of the State Environmental Quality Review Act requiring no further action. Roll was taken and carried
YES - 5 Campisi, Godfrey, Mathison, Raelson, Gallagher
NO – 0

RESOLUTION # 1 OF 2017 SNOW & ICE CONTROL POLICY FOR THE TOWN OF MILAN

Resolution offered by Council. Campisi seconded by Council.
Mathison

Whereas, the Town of Milan is responsible for the maintenance of town roads; and

Whereas, the Town of Milan wishes to adopt a “Snow and Ice Control Policy for Town roads” to provide cost effective winter maintenance in a timely manner to achieve passable, reasonably safe roadways during the snow and ice season for the benefit of the town’s residents and the general motoring public; and

Whereas, this policy will ratify existing practice in the Town of Milan with respect to snow removal in the town; and

Whereas, the Milan Town Board has determined that the adoption of this resolution is a Type II action exempt from SEQR pursuant to 6NYCRR

S617.5(20) as routine or continuing agency management not involving new programs or major reordering or priorities:

Now, Therefore, Be It Resolved, that the Town Board of the Town of Milan hereby adopts the following as the “Snow and Ice Control Policy for Town Roads”:

SNOW & ICE CONTROL POLICY FOR THE TOWN OF MILAN

Purpose

The purpose and intent of this policy is to outline the procedures used for snow and ice control, and an understanding of how they apply to the Town of Milan.

Goal

It is the goal of the Town of Milan Highway Department to provide cost effective winter maintenance in a timely manner to achieve passable, reasonably safe roadways during the snow and ice season for the benefit of the Town’s residents and the general traveling public. However, at times, the roads will be slippery and drivers will have to exercise caution, as the Town of Milan does not have a bare roads policy.

Procedure

The Superintendent of Highways or a designated representative of the department shall perform all supervision of winter maintenance activities.

Equipment

The Town uses four plow trucks, each equipped with a front mounted one-way plow, right side wing, and material spreader for the majority of its snow and ice operations. A small dump truck equipped with an all angle plow and slide in sander is used for checking roads and maintaining Town owned properties.

Personnel

The Superintendent of Highways along with four full time employees operates the town's equipment. Additional help may be called in as needed to plow and treat town properties and to assist during extraordinary snow and ice events.

Materials and Application Rates

On surfaced roads, the primary material to be used shall be salt. During periods of extreme cold weather, the salt may be treated with magnesium chloride at a rate of six gallons per ton, or a 50/50 mix of sand/salt may be used. A 50/50 mix of sand/salt may also be used for surfaced roads in a severe icing event. For gravel roads, sand treated with magnesium chloride at a rate of eight gallons per cubic yard shall be applied as needed in an effort to maintain adequate traction during and after all events.

The rate of application of the materials depends on many factors such as type of precipitation, temperature, duration and intensity of the storm. With salt, either an application of 450 pounds per two-lane mile or 900 pounds per two-lane mile, based on the above-mentioned factors shall be used. Sand applications shall be 2000 pounds per lane mile. When a 50/50 mixture is necessary, it shall be applied at 2000 pounds per two-lane mile.

Routes

The Town of Milan is divided into four plow routes, three routes being approximately fifteen miles in length each and taking about four hours to complete. The fourth route is approximately eight miles in length and consists of gravel roads only. The following is a list of road names for each route:

Route One

Knob Hill Road, North Road, Indian Road, Mountain Road, Ferris Lane, Willow Glen Road, Old Jackson Corners Road, King Road, Church Road, Fitzsimmons Road, Torre Rock Road, Woody Row Road, and Broadview Lane.

Route Two

Battenfeld Road, Ridge Road, Becker Hill Road, Mitchell Lane, Odak Farm Road, Williams Road, Shookville Road, Webster Coon Road, St. Paul Road, Sawmill Road,

Rock City Road, Brooklyn Heights Road, Louise Terrace, Olsen Road, Salisbury Turnpike, Hillcrest Lane, Rocann Drive, and Old Mill Road.

Route Three

Morehouse Lane, Salisbury Turnpike, Warner Road, Field Road, Cases Corners Road, Lakeside Drive, Boice Road, Enterprise Road, Lamoree Road, Molland Drive, Pink Lane, Quarfelt Road, Willow Brook Road, Cold Spring Road, Hicks Hill Road, Rowe Road, Tribune Lane, and Matecki road.

Route Four

Rowe Road, Shookville Road, Fulton Homestead Road, Boice Road, Pond Road, Fishwoods Road, Wilbur Flats Road (seasonal), Old Knob Hill Road.

Level of Service

Surfaced Roads During Snow Storms

The initial effort for surfaced roads shall be an application of salt to prevent the bonding of snow and ice to the pavement. Subsequent efforts during the storm will be the plowing of snow and re-application of salt at intervals frequent enough during the storm to maintain passable road conditions. After the storm has passed, a final plowing to remove any loose snow and ice shall be made along with a final application of salt.

Gravel Roads During Snow Storms

The effort on gravel roads will be the plowing of snow at the same intervals as the paved roads with an application of sand.

Roads During Heavy Icing

The effort on surfaced roads shall be to treat with a 50/50 mixture of sand/salt at the start of the storm, then at intervals frequent enough during the storm to maintain passable road conditions, until the storm has passed. Gravel roads shall be treated with an application of sand at the same intervals as the surfaced roads.

Follow- up After Storms

All routes shall be checked for ice problems and/or drifting conditions during normal work hours and shall be plowed and treated as necessary.

The following is a partial list of conditions, which could exist, that may hinder the efforts outlined in this policy.

- Equipment breakdown
- Personnel illness
- Shortage of materials
- Snow accumulation in excess of 1” per hour
- Assisting emergency responders as per Town policy adopted on 7/10/06
- Disabled vehicle
- An event that is expected to last more than 24 hours

Property Damage

The plows used by the Town of Milan are designed to deposit snow onto the shoulder area of the roadway, approximately four feet from the traveled portion of the road. This is typically the same area mailboxes are placed, as well as fences, shrubs, and garbage to be picked up. The snowplow drivers make great efforts to avoid the obstacles, however sometimes damage does occur.

It is the town’s policy to repair or replace mailboxes and fences, using commonly available materials, constructed in this snow storage area if notified within 72 hours of the damage, and there is evidence of the plow actually contacting these items. Items damaged by snow alone will not be repaired or replaced. The town will not be responsible for damage to garbage cans, shrubs, lawns, or other landscaping unless there is evidence of the plow truck leaving the traveled portion of the road.

Other Considerations

The Town of Milan has adopted the following:

1. Parking regulations, in effect from November 15 to April 15, which state that “Parking on any public right-of-way is not permitted in the Town of Milan” and that “If your vehicle is parked in the right-of-way, it may be towed at your expense!”

2. “Property owners must make certain that their private driveway snow removal does not in any way block any public right-of-way. Cost of removing snow that has been plowed from a private driveway onto a public right-of-way may be charged back to the homeowner!”

Roll was taken and carried

YES - 5 Campisi, Godfrey, Mathison, Raelson, Gallagher

NO – 0

RESOLUTION NO. 2 of 2017

ADOPTION OF JURISDICTIONAL ANNEX TO DUTCHESS COUNTY HAZARD MITIGATION PLAN

Resolution offered by Supervisor Gallagher seconded by Council.
Campisi:

WHEREAS, the Town of Milan has worked cooperatively with Dutchess County, with the assistance of Tetra Tech, Inc., in gathering information and preparing the Dutchess County Multi-Jurisdictional Hazard Mitigation Plan Municipal Annex (the Plan), a copy of which is annexed hereto, and

WHEREAS, the Dutchess County Multi-Jurisdictional Hazard Mitigation Plan has been prepared in accordance with the Disaster Mitigation Act of 2000, and

WHEREAS, Dutchess County and the Town of Milan are units of government that have afforded the citizens an opportunity to comment and provide input in the Plan and the actions in the Plan, and

WHEREAS, Dutchess County and the Town of Milan has reviewed the Plan and affirms the Plan will be updated no less than every five years, and

NOW, THEREFORE BE IT RESOLVED that this governing body approves and adopts the attached Dutchess County Hazard Mitigation Plan Municipal Annex as this jurisdiction’s Natural Hazard Mitigation Plan, and resolves to execute the actions of the Plan. Roll was taken and carried
YES - 5 Campisi, Godfrey, Mathison, Raelson, Gallagher
NO – 0

TOWN HALL SHELTER

The Supervisor discussed with the Town Board the possibility of using the Town Hall as a designated disaster shelter along with the Red Cross. He said that he spoke with the Red Cross and they said that they would provide the cots, food and would monitor the hall. The Supervisor said that he would like to get authorization from the board do a press release. **MOTION** by Council. Campisi seconded by Council. Raelson to authorize the Supervisor to do a press release designate the town hall as a disaster shelter. Roll was taken and carried

YES - 5 Campisi, Godfrey, Mathison, Raelson, Gallagher

NO – 0

Local Law # 1 of 2017 – Town Board Lead Agency

MOTION by Council. Campisi seconded by Supervisor Gallagher that the Milan Town Board be designated as lead agency for a SEQRA review of this Type I action of Local Law No, 1 of 2017, a local law adding a definition of Distillery, Winery Brewery to Section 5 (Definitions) of Chapter 200 (Zoning), amending the definition of Agriculture in Section 5 of Chapter 200 and identifying applicable zoning districts Under Table A of said law. Roll was taken and carried

YES - 5 Campisi, Godfrey, Mathison, Raelson, Gallagher

NO – 0

Local Law #1 of 2017 – Town Board Approves Negative Declaration

MOTION by Council. Campisi seconded by Supervisor Gallagher that the Milan Town Board hereby approves a Negative Declaration for proposed Local Law No. 1 of 2017, , a local law adding a definition of Distillery, Winery Brewery to Section 5 (Definitions) of Chapter 200 (Zoning), amending the definition of Agriculture in Section 5 of Chapter 200 and identifying applicable zoning districts Under Table A of said law. Roll was taken and carried

YES - 5 Campisi, Godfrey, Mathison, Raelson, Gallagher

NO – 0

MOTION by Council. Campisi seconded by Supervisor Gallagher that a public hearing be set for March 20, 2017 at 6:50 pm at the Milan Town Hall on Local Law No. 1 of 2017 a local law to add a definition of Distillery, Winery, Brewery to Section 5 (Definitions) of Chapter 200 (Zoning), amending the definition of Agriculture in Section 5 of Chapter 200 and identifying applicable zoning districts Under Table A of said law. Roll was taken and carried

YES - 5 Campisi, Godfrey, Mathison, Raelson, Gallagher

NO – 0

Employee Hand book

MOTION by Council. Campisi seconded by Supervisor Gallagher to adopt the Town of Milan Employee Handbook, dated February 20, 2017, as the Town of Milan’s official employee handbook, superseding and replacing any and all other town employee handbooks. Roll was taken and carried.

YES - 5 Campisi, Godfrey, Mathison, Raelson, Gallagher

NO – 0

HIGHWAY

MOTION by Supervisor Gallagher seconded by Council. Campisi to authorize the highway superintendent to purchase one (1) 2017 Ford F150 pickup truck from NYE Automotive Group 1479 Genesee Street, Oneida, NY 13421, utilizing the New York State Office of General Services Group #40451, Award #22898, PC67318, for a sum of \$21,884.46. Roll was taken and carried

YES - 5 Campisi, Godfrey, Mathison, Raelson, Gallagher

NO – 0

MOTION by Supervisor Gallagher seconded by Council. Godfrey to authorize the highway superintendent to purchase one (1) 2017 Felling Trailer, Model FT-20-2-Lp, from Pine Bush Equipment, 24 Sybil Court, Holmes, NY 12531, utilizing NJPA Contract #031014-FTS, for a sum of \$14,632.00. Roll was taken and carried

YES - 5 Campisi, Godfrey, Mathison, Raelson, Gallagher

NO – 0

MOTION by Supervisor Gallagher seconded by Council. Godfrey to accept the proposal of Paraco Gas Kosco to furnish and install three (3) new “Re-Verber Ray” propane burner units at the highway department garage for a total cost not to exceed \$4,920.00. Roll was taken and carried

YES - 5 Campisi, Godfrey, Mathison, Raelson, Gallagher

NO – 0

MOTION by Supervisor Gallagher seconded by Council. Godfrey to authorize Glen Butler, Highway Superintendent to obtain prices for a Skid Steer. Discussion followed. The Supervisor said that this is not a shared service grant but the cost would be a collective purchase between three towns. Roll was taken and carried

YES - 5 Campisi, Godfrey, Mathison, Raelson, Gallagher

NO – 0

**Parkinson's Awareness
Month Proclamation**

WHEREAS, Parkinson's disease is a progressive neurological movement disorder of the central nervous system, which has a unique impact on each patient; and

WHEREAS, according to the Parkinson's Action Network, the Parkinson's Disease Foundation, the American Parkinson's Disease Association and the National Institutes of Health, there are over one million Americans diagnosed with Parkinson's disease; and

WHEREAS, symptoms include slowness, tremor, difficulty with balance and speaking, rigidity, cognitive and memory problems; and

WHEREAS, although new medicines and therapies may enhance life for some time for people with Parkinson's, more work is needed for a cure; and

WHEREAS, increased education and research are needed to help find more effective treatments with fewer side effects and ultimately a cure for Parkinson's disease; and

WHEREAS, a multidisciplinary approach to Parkinson's disease care includes local wellness, support, and caregiver groups; and

WHEREAS, April has been proclaimed as World Wide Parkinson's Awareness Month for all to recognize the need for more research and help in dealing with the devastating effects of Parkinson's disease.

NOW, THEREFORE, WE SUPERVISOR/COUNCIL of the Town of Milan, do hereby proclaim April as Parkinson's Awareness Month in April 2017

Given under my hand in these free United States in the Town of Milan, on this day of two thousand an seventeen, and to which I have caused the Seal of the Town of Milan to affixed and have made this proclamation public.

William Gallagher
Supervisor

MOTION by Supervisor Gallagher seconded by Council. Godfrey to proclaim April as Parkinson's Awareness Month. Roll was taken and carried
YES - 5 Campisi, Godfrey, Mathison, Raelson, Gallagher
NO – 0

Resolution # 2 of 2017 -Standard Workweek/Retirement System

Resolution offered by Supervisor Gallagher seconded by Council. Godfrey : be it resolved, that the Town of Milan hereby establishes the following as standard work days for elected and appointed officials and will report the following days worked to the New York State and Local Employees' Retirement System based on the record activities maintained and submitted by these officials to the clerk of this body: Glenn Butler, Highway Superintendent (6hrs. per day) and Catherine Gill, Town Clerk (6 hrs. per day). Roll was taken and carried
YES - 5 Campisi, Godfrey, Mathison, Raelson, Gallagher
NO – 0

PROPANE CONTRACT

MOTION by Supervisor Gallagher seconded by Council. Godfrey to authorize the Highway Superintendent to file a letter with New York State OGS for upcoming propane contract. Roll was taken and carried
YES - 5 Campisi, Godfrey, Mathison, Raelson, Gallagher
NO – 0

TRANSFERS:

MOTION by Council. Campisi seconded by Supervisor Gallagher to transfer the following transfers in the 2016 budget: \$486.51 from 9055.8 (Disability) to 1440.4 (Engineer Contractual), \$1,300.00 from 9050.8 (Unemployment Benefits) to 5132.4 (Garage Contractual) and \$234.00 from 8989.4 (Farmers Market Contractual) 1910.4 (Unallocated Insurance). Roll was taken and carried
YES - 5 Campisi, Godfrey, Mathison, Raelson, Gallagher
NO – 0

MOTION by Council. Campisi seconded by Supervisor Gallagher to transfer \$377 from 1110.11 (Justices) to 1110.12 (Clerks) in the 2017 budget. Roll was taken and carried
YES - 5 Campisi, Godfrey, Mathison, Raelson, Gallagher
NO – 0

BILLS: The bills were presented to the board for their audit and review. **MOTION** by Council. Campisi seconded by Supervisor Gallagher to pay General Abstract # 15 Claims # 633 thru 641, totaling \$7,696.80 – Highway Abstract # 15 Claims # 215 thru 220, totaling \$10,936.88 – General Abstract # 2 Claims 22 thru 70, totaling \$24,061.43 – Highway Abstract # 2 Claims 2 thru 15, totaling \$35,357.04 – Shared Services Abstract # 2 – Claims 1,2,3, - totaling \$5,000.00. Roll was taken and carried
YES - 5 Campisi, Godfrey, Mathison, Raelson, Gallagher
NO – 0

MOTION by Supervisor Gallagher seconded by Council. Godfrey to adjourn this meeting.
(7:52 PM). Roll was taken and carried
YES - 5 Campisi, Godfrey, Mathison, Raelson, Gallagher
NO – 0

Respectfully submitted,

Catherine Gill, Town Clerk

