

**Minutes of a Regular Meeting** of the Town Board of the Town of Thompson held at the Town Hall, 4052 State Route 42, Monticello, New York and also held remotely via Zoom on **May 03, 2022**.

**ROLL CALL:**

**Present:** Supervisor William J. Rieber, Jr., Presiding  
Councilwoman Melinda S. Meddaugh  
Councilman Scott S. Mace  
Councilman John A. Pavese  
Councilman Ryan T. Schock

**Also Present:** Marilee J. Calhoun, Town Clerk  
Michael B. Mednick, Attorney for the Town  
Patrice Chester, Deputy Administrator  
Melissa DeMarmels, Town Comptroller  
Glenn Somers, Parks & Recreation Superintendent  
Michael G. Messenger, Water & Sewer Superintendent  
James L. Carnell, Jr., Director of Building, Planning & Zoning

**Present via Zoom:** Paula E. Kay, Consulting Attorney  
Karen Schaefer, Supervisor's Confidential Secretary

**REGULAR MEETING – CALL TO ORDER**

Supervisor Rieber opened the meeting at 7:00 PM with the Pledge to the Flag. This meeting was held in person and remotely via Videoconferencing streamed live on the Zoom app, which is accessible to the public. The meeting is also being recorded for full transcription purposes should it be required.

**MONTHLY REPORT FOR APRIL 2022 RECEIVED AND FILED**

Dog Control Officer's Report

**APPROVAL OF MINUTES:**

On a motion made by Councilwoman Meddaugh and seconded by Councilman Schock the minutes of the April 19<sup>th</sup>, 2022 Regular Town Board Meeting were approved as presented.

Vote: Ayes 5            Rieber, Pavese, Schock, Meddaugh and Mace  
      Nays 0

**PUBLIC COMMENT:**

There was no public comment given.

**CORRESPONDENCE:**

Supervisor Rieber reported on correspondence that was sent or received as follows:

- See additional correspondence reported on at the end of the meeting.



**The Following Resolution Was Duly Adopted: Res. No. 199 of the Year 2022.**

-----X  
In the Matter of Extension No. 1 of the  
**CONSOLIDATED KIAMESHA SEWER DISTRICT**    **FINAL ORDER EXPANDING**  
in the Town of Thompson, County of            **CONSOLIDATED KIAMESHA**  
Sullivan, State of New York.                    **SEWER DISTRICT**  
-----X

A resolution having been duly adopted by the Town Board of the Town of Thompson directing Town Engineers, MHE Engineering, D.P.C., to supervise the preparation of a map, plan and report relating to the extension of the Consolidated Kiamesha Sewer District in the Town of Thompson, and said map, plan and report were duly filed in the office of the Town Clerk, and an order having been duly adopted by the said Town Board on January 18, 2022, reciting a description of the boundaries of the said proposed district, the improvements proposed, the maximum amount proposed to be expended for said improvements, the proposed method of financing to be employed, the fact that a map, plan and report were on file in the Town Clerk’s Office for public inspection, and specifying the 15<sup>th</sup> day of February, 2022, at 7:00 o’clock, P.M., Prevailing Time, at the Town Hall, 4052 Route 42, Monticello, New York, in said Town, as the time when and the place where said Town Board would meet for the purpose of holding a public hearing to hear all persons interested in the proposal to expand the said sewer district and after due publication and posting of said order according to law, said hearing was duly held by said Board at such time and place, and the Town Board having considered said proposal and heard all persons interested in the same, and did, on February 15, 2022, resolve and determine that the notice of hearing for February 15, 2022, was published and posted as required by law, and otherwise sufficient, that all the property and property owners within the created district would be benefitted thereby, that all property and property owners benefitted were included within the limits of the created district, and that it was in the public interest to grant and hold the relief sought, and it having been then and

there further duly resolved that the creation of such district as proposed be approved subject to permissive referendum in the manner provided in Article 7 of the Town Law, and a certificate of the Town Clerk having been duly filed pursuant to subdivision 4 of Section 209-e of the Town Law certifying that no petition was filed requesting such a referendum, and it appearing to the satisfaction to the said Town Board that no application pursuant to Town Law Section 209-f is required to be made to the State Department of Audit and Control,

**NOW, THEREFORE, IT IS HEREBY**

**ORDERED**, that the Consolidated Kiamesha Sewer District, in the Town of Thompson, Sullivan County, New York, be, and the same hereby is, extended, to be bounded and described as more particularly set forth in Schedule "A" annexed hereto and made a part hereof; and it is further

**ORDERED**, that the Town Board, acting for and on behalf of the said Consolidated Kiamesha Sewer District, as extended be, and it hereby is, authorized to make such improvements in said district as may be required for the proposed operation thereof, provided that the required funds for the same are made available or provided for; and it is further

**ORDERED**, that the entire amount to be expended for such improvements, including, but not limited to, costs of construction, engineering, administrative, legal and other fees and expenses, shall be borne solely and entirely by the landowners, namely Countryside Bungalow Colony and Freeds Bungalow Colony, and it is further

**ORDERED**, that the Town Clerk of the Town of Thompson be, and he hereby is, authorized and directed to cause a certified copy of this order to be duly recorded in the office of the Clerk of Sullivan County, in which the Town of Thompson is located, within ten (10) days after adoption of this order; and it is further



persons interested in the proposal to create the said lighting district and after due publication and posting of said order according to law, said hearing was duly held by said Board at such time and place, and the Town Board having considered said proposal and heard all persons interested in the same, and did, on March 15, 2022, resolve and determine that the notice of hearing for March 15, 2022, was published and posted as required by law, and otherwise sufficient, that all the property and property owners within the created district would be benefitted thereby, that all property and property owners benefitted were included within the limits of the created district, and that it was in the public interest to grant and hold the relief sought, and it having been then and there further duly resolved that the creation of such district as proposed be approved subject to permissive referendum in the manner provided in Article 7 of the Town Law, and a certificate of the Town Clerk having been duly filed pursuant to subdivision 4 of Section 209-e of the Town Law certifying that no petition was filed requesting such a referendum, and it appearing to the satisfaction to the said Town Board that no application pursuant to Town Law Section 209-f is required to be made to the State Department of Audit and Control,

**NOW, THEREFORE, IT IS HEREBY**

**ORDERED**, that the Route 42N Lighting District, in the Town of Thompson, Sullivan County, New York, be, and the same hereby is, created, to be bounded and described as more particularly set forth in Schedule "A" annexed hereto and made a part hereof; and it is further

**ORDERED**, that the Town Board, acting for and on behalf of the said Route 42N Lighting District, as created, be, and it hereby is, authorized to make such improvements in said district as may be required for the proposed operation thereof, provided that the required funds for the same are made available or provided for; and it is further

**ORDERED**, that the entire amount to be expended for such improvements, including, but









**The Following Resolution Was Duly Adopted: Res. No. 212 of the Year 2022.**

Resolved, that the following bills over \$2,500.00 for the Water & Sewer Department be approved for payment as follows:

**Slack Chemical Company**

**\$2,892.00 Total Cost**

Invoice # 436399 – Purchase of 440 Gallons of SternPac for the Emerald Green Sewer Wastewater Treatment Facility.

(Procurement: Sole source procurement.)

Moved by: Councilman Mace

Seconded by: Councilman Schock

Vote: Ayes 5 Rieber, Pavese, Schock, Meddaugh and Mace

Nays 0

**10) BUDGET TRANSFERS & AMENDMENTS**

There were no budget transfers or amendments.

**11) ORDER BILLS PAID**

**The Following Resolution Was Duly Adopted: Res. No. 213 of the Year 2022.**

Resolved, that all regular bills for the course of the month, which have been properly audited be approved for payment. A complete list of the regular bills as identified can be found appended to these minutes as per attached.<sup>1</sup>

Moved by: Councilman Mace

Seconded by: Councilman Pavese

Vote: Ayes 5 Rieber, Pavese, Schock, Meddaugh and Mace

Nays 0

**12) UPDATE: CORONAVIRUS (COVID-19) PANDEMIC**

Supervisor Rieber reported that everything is good in the Town Hall regarding the Coronavirus (COVID-19) Pandemic. He is not sure of the current status with Highway Department, Water & Sewer Department and/or the Parks & Recreation Department.

**ADDITIONAL CORRESPONDENCE AND AGENDA ITEMS:**

1. **SACKETT LAKE SEWER DISTRICT COLLECTION SYSTEM IMPROVEMENT PROJECT NO. C3-5378-08-00** – Letter dated 04/29/22 from William A. Brizzell, Jr., P.E., Director Division of Engineering, NYS EFC to Supervisor Rieber Re: Notice of non-selection for grant application.
2. **EMERALD GREEN PUMP STATION NO. 1,2&3 IMPROVEMENTS PROJECT NO. C3-5378-05-00** – Letter dated 04/29/22 from William A. Brizzell, Jr., P.E., Director Division of Engineering, NYS EFC to Supervisor Rieber Re: Notice of non-selection for grant application.

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<sup>1</sup> ATTACHMENT: ORDER BILLS PAID

3. **EMERALD GREEN WWTP UPGRADE AND EXPANSION PROJECT NO. C3-5378-07-00** – Letter dated 04/29/22 from William A. Brizzell, Jr., P.E., Director Division of Engineering, NYS EFC to Supervisor Rieber Re: Notice of non-selection for grant application. Authorize proceeding with (CWSRF) financing in the absence of a grant and execution of necessary documentation upon recommendation of Helen Budrock, Delaware Engineering.

**The Following Resolution Was Duly Adopted: Res. No. 214 of the Year 2022.**

Resolved, that the Town Board of the Town of Thompson hereby authorize proceeding with the NYS Environmental Facilities Corp Clean Water State Revolving Fund (CWSRF) financing for the Emerald Green WWTP Upgrade and Expansion Project in the absence of the NYS Water Infrastructure Improvement (WIIA) Grant and Further Be It Resolved, that the Town Supervisor hereby be authorized to execute the necessary documentation to proceed with (CWSRF) financing.

Moved by: Councilman Mace                      Seconded by: Councilman Pavese

Vote:     Ayes 5                      Rieber, Pavese, Schock, Meddaugh and Mace

Nays 0

4. **SULLIVAN RENAISSANCE MUNICIPAL PARTNERSHIP GRANT** – Note receipt of \$20,000.00 check #001132 dated 04/29/22 in fulfillment of the grant.
5. **DASNY \$250,000.00 SAM GRANT # 21562** – Resolve to accept the grant and authorize all necessary signatures to proceed.

**The Following Resolution Was Duly Adopted: Res. No. 215 of the Year 2022.**

Resolved, that the Town Board of the Town of Thompson hereby accepts the \$250,000.00 State Aid to Municipalities (SAM) Grant # 21562 through the Dormitory Authority of the State of New York (DASNY) and that the required Town representatives hereby be authorized to execute all necessary documents in connection with said Grant in order to proceed.

Moved by: Councilman Pavese                      Seconded by: Councilwoman Meddaugh

Vote:     Ayes 5                      Rieber, Pavese, Schock, Meddaugh and Mace

Nays 0

6. **Edward McAndrew, Commissioner, SC DPW** – Notice of Restricted Highway dated 04/29/22 Designating County Road No. 161 as a Restricted Highway for a period of approximately 30-days. Partial Depth Repairs Only – from the intersection of CR 173 North to the intersection of State Route 42 for (Entire Road), 4.48 miles, effective May 2<sup>nd</sup>, 2022. There will be 35 MPH in work zone.

**OLD BUSINESS**

**SCHEDULE DATES FOR TOWN BOARD WORK-SESSIONS TO DISCUSS PERSONNEL POLICIES AND DRAFT EMPLOYEE HANDBOOK**

**The Following Resolution Was Duly Adopted: Res. No. 216 of the Year 2022.**

Resolved, that (3) Town Board Work-Sessions are hereby scheduled for Tuesday, May 17<sup>th</sup>, 2022, Tuesday, June 7<sup>th</sup>, 2022 and Tuesday, June 21<sup>st</sup>, 2022 at 6:00 PM to be held at the Town Hall, 4052 State Route 42, Monticello, New York for the purpose of entering into Executive Session to review and discuss the Draft Town Employee Handbook and Personnel Policies. Further Be It Resolved that the Town Clerk is hereby directed to publish notice of said work-sessions in the official newspaper of the Town.

Moved by: Councilwoman Meddaugh                      Seconded by: Councilman Mace

Vote: Ayes 5                      Rieber, Pavese, Schock, Meddaugh and Mace

Nays 0

**NEW BUSINESS**

**APPROVE AMENDED BUSINESS ASSOCIATE AGREEMENT BETWEEN THE TOWN OF THOMPSON AND MARSHALL & STERLING EMPLOYEE BENEFITS, INC. DUE TO BUSINESS NAME CHANGE**

Town Clerk Calhoun and Town Attorney Mednick explained the updated version of the presented Business Associate Agreement between the Town of Thompson and Marshall & Sterling Employee Benefits, Inc. due to a business name change. The agreement is regarding Protective Health Information (PHI) Under Federal HIPAA Regulations as they currently handle the Town's Voluntary Dental & Vision Insurance Benefits. This written agreement is required in order to stay in compliance with federal mandates and privacy protections.

**The Following Resolution Was Duly Adopted: Res. No. 217 of the Year 2022.**

Resolved, that the Town of Thompson Town Board hereby approves the updated version of the Business Associate Agreement between the Town of Thompson and Marshall & Sterling Employee Benefits, Inc. for broker, agent and consulting services and hereby authorizes the Town Supervisor to execute said Agreement as presented, conditioned upon the final approval of the Town Attorney.

Motion by: Councilman Mace                      Seconded by: Councilwoman Meddaugh

Vote: Ayes 5                      Rieber, Pavese, Schock, Meddaugh and Mace

Nays 0

**WATER & SEWER DEPARTMENT: LIGHT POLE SETTLEMENT – ADELAAR LIGHTING DISTRICT**

**A) REVIEW & ACCEPT SETTLEMENT OFFER: CLAIM FOR LIGHT POLE DAMAGE FOR SUM OF \$15,709.24 & AUTHORIZE SUPT. MESSENGER TO EXECUTE NECESSARY DOCUMENTS. DAMAGE OCCURRED ON 09/03/21.**

**The Following Resolution Was Duly Adopted: Res. No. 218 of the Year 2022.**

Resolved, that the Town Board of the Town of Thompson hereby accepts the settlement offer of Total Recovery Resources and Coordination (TRRAC) in the amount of \$15,709.24 for reimbursement of property damage to a Light Pole Fixture in the Adelaar

Lighting District occurring on or about September 3<sup>rd</sup>, 2021 at or near Resorts World Drive, Monticello involving S. Pertsovsky and Progressive Casualty Insurance Company. Further Be It Resolved, that Superintendent Messenger hereby be authorized to execute the Property Damage Release to accept said offer.

Motion by: Councilman Schock

Seconded by: Councilman Pavese

Vote: Ayes 5      Rieber, Pavese, Schock, Meddaugh and Mace

Nays 0

### **SUPERVISOR'S REPORT:**

#### **Supervisor William J. Rieber, Jr.**

- Reported on a meeting regarding proposed lighting maintenance agreement between the Town and Adelaar.
- Reported on a meeting that he attended yesterday in Middletown with the new Secretary of State where he gave a presentation on the State Budget. Discussion was held regarding topics that were mentioned at the meeting.

### **COUNCILMEN & DEPARTMENT HEAD REPORTS:**

#### **Parks & Recreation Superintendent Glenn Somers**

- Indoor Student Basketball league for Town of Thompson 2022 – Every Saturday May 21<sup>st</sup> – June 25<sup>th</sup> from 10am to 1pm.
- Spring Litter Pluck Event at Dillon Park and Dillon Road – Collected (38) Bags over ½ ton of garbage/debris and covered approximately .8 of a mile.
- YMCA Summer Town Youth Day Camp – The first signup was held on Sunday May 1<sup>st</sup> and there were approximately 100 children registered. The second signup will be held this Thursday May 5<sup>th</sup>.
- Town Welcome Sign stolen along Wurtsboro Mtn Road, Rock Hill. Finehand Signs of Glen Spey, NY has offered to replace/install the sign free of charge.
- Neversink River Access Project – Necessary fill and grading is being donated by Mr. Bernas.

#### **Deputy Administrator Patrice Chester**

- The Town Park and Town Hall outdoor signs will all include a clear coating free of charge by Finehand Signs of Glen Spey, NY.

#### **Comptroller Melissa DeMarmels**

- The Town's AFR has been completed and filed.

#### **Councilwoman Melinda S. Meddaugh**

- Rock Hill Business & Community Association will have a second Roadside Litter Pluck Day Event to be held on Saturday, May 7<sup>th</sup>, 2022, 9am-12pm.
- Spring Shred Day Event is scheduled to be held on Saturday, May 14<sup>th</sup>, 2022, 9am-12pm at Town Hall Parking Lot.
- Spring Cleanup Event is scheduled to be held on Friday, May 6<sup>th</sup>, 2022 to Saturday, May 14<sup>th</sup>, 2022, permits are available in the Town Clerk's Office.

**PUBLIC COMMENT:**

There was no public comment given.

**ANNOUNCEMENTS, REMINDERS & FOR YOUR INFORMATION**

- 05/17/22 at 7PM: Regular Town Board Meeting.
- 05/17/22 at 7PM: Joint Public Hearing with Village of Monticello – Comolo LLC Annexation Petition Request, Property Located Along Rock Ridge Avenue, Monticello, SBL#'s 13.-4-2, 3.1, 3.2, 3.3, 9, 10 & 11 to be held at Town Hall.
- 05/17/22 at 7PM: Joint Public Hearing with Village of Monticello – Mountaintop Villas LLC Annexation Petition Request, Property Located Along NYS Route 42 South, Monticello, SBL# 18.-1-57 to be held at Town Hall.

**EXECUTIVE SESSION**

On a motion made by Councilman Schock and seconded by Councilwoman Meddaugh the Town Board entered into Executive Session at 7:57 PM with Town Attorney Michael B. Mednick and Director James Carnell, Jr. to discuss Personnel Matters.

The Zoom Livestream Videoconferencing connection was disconnected.

Executive Session was held.

On a motion made by Councilman Pavese and seconded by Councilwoman Meddaugh the Town Board returned from Executive Session at 8:15 PM. Action was taken as follows:

**APPOINTMENT OF LAURA EPPERS AS FULL-TIME CLERK TO PLANNING BOARD, ZONING BOARD OF APPEALS & BUILDING DEPARTMENT AT ANNUAL SALARY OF \$49,960.43**

**The Following Resolution Was Duly Adopted: Res. No. 219 of the Year 2022.**

Resolved, that Laura Eppers be hereby appointed as a Full-Time Clerk to the Planning Board, Zoning Board of Appeals and Building Department at an annual salary of \$49,960.43 effective 06/01/2022 according to the Sullivan County Civil Service Regulations and Be It Resolved, that Laura Eppers hereby be hired on a Part-Time basis commencing immediately at an hourly rate calculated based on her annual salary of \$27.45 per hour and;

Be It Resolved, that the annual stipend for Recording Secretary to the Planning Board and Zoning Board of Appeals paid to Laura Eppers in the amount of \$7,017.86 hereby ends effective 04/30/2022 and;

Further Be It Resolved, that the annual stipend for Clerk to the Planning Board and Zoning Board of Appeals paid to Heather Zangla in the amount of \$6,023.66 hereby ends effective 05/31/2022.

Motion by: Councilman Schock

Seconded by: Councilman Pavese





Town of Thompson  
Warrant Report

Town of Thompson  
Warrant Report

I hereby certify that the vouchers listed on the attached abstracts of prepaid and claims payable have been duly audited and are presented for payment to the Town Board of the Town of Thompson at the regular meeting there of, held on the 3<sup>rd</sup> day of May 2022 in the amounts respectively specified. Authorization is hereby given and direction is made to pay each of the claimants in the amount as specified upon each claim stated.

  
Melissa DeMannels, Comptroller

  
William J. Rieber Jr., Supervisor



Town of Thompson  
Warrant Report

Unposted Batch Totals		Posted Batch Totals	
Fund	Fund Description	Invoice Batch	Manual Checks
T000	TRUST & AGENCY FUND	\$0.00	\$0.00
<b>Unposted Batch Grand Totals</b>		<b>\$0.00</b>	<b>\$0.00</b>

Fund	Fund Description	Invoice Batch		Manual Checks		Purchase Cards		Total
		Paid	Unpaid	Paid	Unpaid	Paid	Unpaid	
A000	GENERAL FUND TOWN WIDE	\$469,975.24	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$469,975.24
B000	GENERAL TOWN OUTSIDE	\$69,432.07	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$69,432.07
DA00	HWY#3 / 4 - TOWN WIDE	\$171,927.49	\$0.00	\$400,000.00	\$0.00	\$0.00	\$0.00	\$571,927.49
DB00	HWY#1 - TOWN OUTSIDE	\$99,184.91	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$99,184.91
DD00	ADELAAR RESORT DRAINAGE DISTRICT	\$0.00	\$0.00	\$0.00	\$0.00	\$5,000.00	\$0.00	\$5,000.00
H000	CAPITAL PROJECTS	\$8,422.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$8,422.00
RD00	ADELAAR ROAD IMPROVEMENT DISTRICT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
SRH0	ROCK HILL AMBULANCE DIST	\$7,213.91	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$7,213.91
SSAR	Adelaar Sewer District	\$8,650.23	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$8,650.23
SSHC	Harris Consolidated Sewer District	\$3,786.20	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,786.20
SSK	Kiamasha Consolidated Sewer District	\$51,627.85	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$51,627.85
SSM0	MELODY LAKE SEWER DISTR.	\$4,703.06	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,703.06
SSRC	Rock Hill Emerald Green Consolidated Sewer Dist	\$25,476.58	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,476.58
SSSO	SACKETT LAKE SEWER DISTR	\$7,662.45	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$7,662.45
SWAD	ADELAAR RESORT WATER DISTRICT	\$792.74	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$792.74
SWCO	COLD SPRING WATER	\$541.33	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$541.33
SWDO	DILLON WATER DISTRICT	\$1,565.29	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,565.29
SWKO	KIAMESHA RT42 WATER	\$47.70	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$47.70
SWLO	LUCKY LAKE WATER DISTR	\$401.23	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$401.23
SWMO	MELODY LAKE WATER	\$528.90	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$528.90
T000	TRUST & AGENCY FUND	\$4,718.96	\$0.00	\$0.00	\$0.00	\$291.93	\$0.00	\$5,010.89
<b>Posted Batch Grand Totals</b>		<b>\$936,658.14</b>	<b>\$0.00</b>	<b>\$650,000.00</b>	<b>\$0.00</b>	<b>\$5,291.93</b>	<b>\$0.00</b>	<b>\$1,591,950.07</b>

Report Grand Totals		Invoice Batch		Manual Checks		Purchase Cards		Total	
Fund	Fund Description	Paid	Unpaid	Paid	Unpaid	Paid	Unpaid	Paid	Unpaid
A000	GENERAL FUND TOWN WIDE	\$469,975.24	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$469,975.24	\$0.00

