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TOWN OF NEW WINDSOR  
209 High Street - P. O. Box 609  
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## Town Council Work Session Minutes

June 17, 2024

**Call to Order of Regular Work Session in person:** Mayor Roop at 7:00 p.m.

**Present in person:** Mayor Roop, Vice president and Councilmember Kimberlee Schultz, Councilmembers, Kevin Cornick, Dave Hoffman and William Holl were present. Also present Town Attorney Ostrander, Town Manager Dye and Town Clerk Mangus.

### **Public Hearing: Ordinance 05-20-24**

A Motion by Councilmember Cornick to close the public hearing, 2nd by Councilmember Schultz and approved by a vote of 4-0.

**Announcement:** Councilmember Thomas Gubernatis submitted his letter of resignation.

**Approval of Meeting Minutes:** A Motion by Councilmember Cornick to approve the May 20th, 2<sup>nd</sup> by Councilmember Holl and approved by a vote of 4-0.

### **AGENDA ITEMS:**

- Adoption of Ordinance 05-20-24.

***A Motion by councilmember Hoffman to adopt Ordinance 05-20-24, it was 2<sup>nd</sup> by Councilmember Holl and approved by a vote of 4-0.***

- Water/Sewer Connection Charges for Non-Residents
  - Scenario 1 – Renovation of existing building with no additional water/sewer requirements.
  - Scenario 2 - Renovation of existing building with additional water/sewer requirements.
  - Scenario 3 – New building and additional water/sewer requirements
  - Also need to consider/determine allowance of existing water allocation/use.

***A Motion by councilmember Holl to introduce Resolution 06-17-24 to establish non-residents water/sewer connection fees at a current rate of \$9,945 for water and \$8,831 for sewer per ~~due~~ EDU with a 3% annual increase, it was 2<sup>nd</sup> by Councilmember Cornick and approved by a vote of 4-0.***

- Employee Handbook
  - Council and HR Consultant to review
- Water and Wastewater Capacity Study
  - GMB submitted a proposal dated 6/3/24 to review and update the capacity management study of the Town's water supply and wastewater treatment systems.
  - Last study completed in 2005.
  - Estimated cost \$15,325.00 not exceed upset limit without authorization by the Town.

***A Motion by councilmember Hoffman to approve the Water and Wastewater Capacity Study to be conducted by GMB and not to exceed \$15,325, it was 2<sup>nd</sup> by Councilmember Holl and approved by a vote of 4-0.***

- Development Rights and Responsibilities Agreement
  - Draft Ordinance prepared by Attorney Ostrander to amend the Code of the Town of New Windsor, Chapter 175 – Subdivision of Land by adding Article XI – Development Rights and Responsibilities Agreements.
  - Discussion only. Attorney Ostrander to obtain more information and present to Mayor & Council at later date.
- 209 High Street Grant
  - New water lateral suggested as well as to remove meter pit.
  - NWFD to pay for water lateral and water pit estimated \$15,000 private, \$2,500 public/town total of \$17,500.

***A Motion by councilmember Schultz to approve up to \$17,500 from enterprise capital budget to pay for new water lateral and meter pit, it was 2<sup>nd</sup> by Councilmember Holl and approved by a vote of 4-0.***

- Public Works Update
  - Inside of the water station painting has been completed and will start on exterior ASAP.
  - Public Works future needs...
    - Fence @ Atlee Ridge
    - Roof replacement at some facilities
    - Split unit facilities for temp control
    - Wastewater blower
    - Generators for Main Springs and Bowersox
    - Meter vault repairs on Main Street for future paving
    - Mini excavator
    - Concrete partition at Geer Lane
    - Addition of Snow Removal equipment
    - Public Works Side by Side.

#### **ANNOUNCEMENTS:**

- Next Town Council Meeting 7pm on Tuesday, July 2<sup>nd</sup> due to the holiday.

***A Motion at 9:10 p.m. to close the meeting was made by Councilmember Schults, 2<sup>nd</sup> by Councilmember Holl and approved by a vote of 4-0.***

Respectfully submitted, Dana Mangus Town Clerk/Treasurer