

## Tentative Work Session Agenda

TOWN OF WALLKILL  
DATE: October 26, 2016

WORK SESSION  
TIME: 7:30 PM

### The following Public Hearings will be held Tomorrow Night:

- Preliminary Budget Proposed Salaries for Elected Officials
- Proposed 2017 Benefit Assessment Roll
- Proposed Change in the Rates for Water & Sewer Usage

### Topics:

- Tina Vellenga – Assessment Board
- Dorris Hoyt Resignation
- Hiring Part Time Personnel for Grass Cutting
- Finian Brown – Request for Community Center use with no charge
- Bid Recommendation – Sidewalk Repairs
- Promotion Recommendations

### Resolutions:

1. Resolution Authorizing the Transfer of Funds for Paving
2. Resolution Authorizing the Transfer of Funds for Police Salaries
3. SEQRA Resolution for the Washington Heights Sidewalk Project; **Voting in Work Session**
4. Short Form EAF Parts 1-3 Finding No Adverse Environmental Impacts for the Project. **Voting in Work Session**

### Executive Session:

- Deputy Chief Spano – 3<sup>rd</sup> Quarter Early Warning System

### Motion to Adjourn:

## M Baker

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**From:** Dan Depew  
**Sent:** Monday, October 24, 2016 8:10 PM  
**To:** M Baker  
**Subject:** FW: Assessment Board

WS

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**From:** [tntvell@frontiernet.net](mailto:tntvell@frontiernet.net) [<mailto:tntvell@frontiernet.net>]  
**Sent:** Monday, October 24, 2016 6:10 PM  
**To:** Dan Depew  
**Subject:** RE: Assessment Board

TO: Dan Depew, Supervisor  
FROM: Tina Vellenga  
DATE: October 24, 2016  
RE: Assessment Board

Mr. Depew,

If the position on the Town of Wallkill Assessment Board becomes available, I would be interested in this position. I understand that I would have to participate in a course to learn the procedures, etc. and that a meeting a few times a year would be required. Since my husband Troy and I are dairy farmers in the Town, sitting on the Board would allow me to represent agriculture in our area.

Thank you for considering me if a position should become available.

-Tina Vellenga

Crestline Dairy  
100 Camp Orange Road  
Middletown, NY 10941  
(845) 674-2357

*Doris M. Hoyt*  
*745 VanBurenville Road*  
*Middletown, NY 10940*

October 21, 2016

Dear Supervisor Daniel Depew,

Due to health issues, I regretfully will not be able to serve on the 2017 Assessment Review Board. It has been a real pleasure to work with the Town of Walkill Tax Assessment Officer and the Board of Assessment Review.

Sincerely,

  
Doris M. Hoyt



"TBM corp"



**Town of Wallkill**  
**Department of Public Works**  
**99 Tower Drive Building A**  
**Middletown, New York 10941**

Office: (845) 692-7800 ext 105

Direct (845) 326-1435

Fax (845) 692-2546

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[louingrassia@townofwallkill.com](mailto:louingrassia@townofwallkill.com)

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**Louis J. Ingrassia Jr.**  
**Commissioner**

***MEMO:***

To: Supervisor Dan Depew  
Town Board Members  
From: Lou Ingrassia Jr.  
Re: Hiring of Part-Time DPW Personnel for Grass Cuttings  
Date: October 25, 2016

Gentlemen:

Please be advised that due to recent Health Issues, Charlie Berry will no longer be able to fulfill his Part-Time commitment to the Town for Grass Cuttings.

I would like to request at this time the Hiring of Ronnie Fello to fill this position on a Part-Time basis at a rate of \$15.50 per hour.

If you have any questions, please contact me at your convenience.

Thank You

## M Baker

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**From:** Jordan Brown <jbrown1943@hvc.rr.com>  
**Sent:** Tuesday, October 25, 2016 9:27 AM  
**To:** M Baker  
**Subject:** Use of Walkkill Community Center for Eagle Project Fundraising Dinner

Dear Ms. Baker,

Rudy Charles suggested I contact you. My name is Finian Brown, and I am working on my Boy Scout Eagle Project with Troop 1002 in Pine Bush. The beneficiary of my Eagle Project is Pets Alive Animal Sanctuary in Middletown. The staff there suggested I contact your office about possibly using your Community Center free of charge for the fundraising dinner for my Eagle Project. **Rudy suggested this request be put on the Work Session agenda for tomorrow's meeting (10/26). Would this be possible?** I am hoping to schedule this fundraising dinner some time within the next couple months.

In case you're interested, here is some detailed information on my Eagle Project. I was inspired to help Pets Alive because we have adopted two wonderful dogs from this organization, and have volunteers to help walk the yet-to-be adopted dogs. My project is divided into two parts—both of which will help make their dogs find homes: (A) I plan to design and lead the creation of building 5 dog hurdles for agility training. These hurdles, suggested by Pets Alive, will serve two purposes. (1) The adjustable hurdles will help Pets Alive train dogs to make them more adoptable, and will provide much needed exercise for the dogs. The hurdles will have removable slats and the height will be adjustable based on dog size and the dog's physical abilities. (2) The hurdles will also double as portable walls to prevent any aggressive dogs from seeing each other during training. (B) The second part of the project is to raise additional money for medical assistance for people who come to Pets Alive to adopt an animal, but have limited funds. Being a no-kill dog shelter, Pets Alive takes in many new animals that need to be vaccinated, neutered, and provided with any extra needed medical attention. These procedures can be costly.

The next step in my project is to hold the fundraising dinner. Please let me know as soon as possible, if I might use your Community Center free of charge for my fund raising dinner. (Also, does it have a kitchen?)

Many thanks for your consideration. If you have any questions, you can reach me at home at (845) 210-1138 or via my father Jordan Brown's cell phone (845) 891-1000.

Sincerely,

Finian Brown



*Louis J. Ingrassia, Jr.*

COMMISSIONER OF PUBLIC WORKS  
DIRECTOR – EMERGENCY MANAGEMENT

## *Memo*

**To:** Supervisor Depew and Town Board Members  
**From:** Lou Ingrassia, Jr. - Commissioner  
**Date:** October 26, 2016  
**Re:** Bid Recommendation

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On October 18, 2016 at 11:00 A.M., bids for the Lift & Stabilize or Replace in Kind concrete sidewalks at Buildings A & B were opened and reviewed.

After reviewing the submissions and meeting with contractors, I feel that the Lift and Stabilize option is the most cost effective, least intrusive, non-weather dependent method of rectifying this extremely hazardous condition.

We received two bids for the Lift & Stabilize option and I recommend awarding the bid to the lowest responsible bidder, Dr. Energy Saver of Hudson Valley in the amount of \$25,746.00.

I have attached a bid summary showing the prices for your review. The bids are on file in the Town Clerk's Office should you wish to review them. If you have any questions, please feel free to contact me. Thank you.

99 Tower Drive- Building A- Middletown, NY 10941

Phone: (845) 326-1435 Fax: (845) 692-2546

Email: [louingrassia@townofwallkill.com](mailto:louingrassia@townofwallkill.com) Website: [www.townofwallkill.com](http://www.townofwallkill.com)

**Request for Proposal for Lift & Stabilize or Replace in Kind - Sidewalks at Building A&B  
 Opened October 18, 2016**

Vendor	Lift & Stabilize	Replace in kind
<b>Boyce Excavating</b>	No Bid	\$40,545.00
<b>Superior Surfacing Systems</b>	No Bid	\$34,270.20
<b>Dr. Energy Saver of Hudson Valley</b>	\$25,746.00	No Bid
<b>Sun Up Enterprises</b>	No Bid	\$59,900.00
<b>Diamond Constuction</b>	\$27,000.00	\$27,000.00

Price based on provided estimate

**THE TOWN OF WALLKIL  
TOWN BOARD**

**ROLL CALL VOTE**

Names	Ayes	Noes	Abstain	Absent
<i>Supervisor</i> <b>Mr. Depew</b>				
<i>Councilman</i> <b>Mr. Coyne</b>				
<i>Councilman</i> <b>Mr. Valentin</b>				
<i>Councilman</i> <b>Mr. Meyer</b>				
<i>Councilman</i> <b>Mr. Johnson</b>				
<b>TOTAL</b>				

The following was presented

By:

Sec'd by:

Date of Adoption:

**RESOLUTION OF THE TOWN BOARD OF THE TOWN OF WALLKILL  
AUTHORIZING THE TRANSFER OF FUNDS**

**WHEREAS**, it is necessary for the Town of Wallkill to transfer funds;

**NOW, THEREFORE**, it is hereby

**RESOLVED**, that the following budget transfers be made for 2016:

Account	Description	From:	To:
DA 5110.12	Salaries	\$13,000.00	
DA 5112.4622	Blacktop Paving		\$13,000.00

**THE TOWN OF WALLKILL  
TOWN BOARD**

**ROLL CALL VOTE**

The following was presented  
 By: \_\_\_\_\_  
 Sec'd by: \_\_\_\_\_  
 Date of Adoption: \_\_\_\_\_

Names	Ayes	Noes	Abstain	Absent
<i>Supervisor</i> <b>Mr. Depew</b>				
<i>Councilman</i> <b>Mr. Coyne</b>				
<i>Councilman</i> <b>Mr. Valentin</b>				
<i>Councilman</i> <b>Mr. Meyer</b>				
<i>Councilman</i> <b>Mr. Johnson</b>				
<b>TOTAL</b>				

**BE IT HEREBY RESOLVED THAT THE following Town Board budget amendment** be made affecting the transfer of funds, which were received in excess of the receivable for 2014 Federal Bus Aid, to Police Department salaries:

Amendment				
From:	A4750	Federal Bus Aid	\$101,740.00	
To:	A3120.128	Police Dept. Salaries		\$101,740.00

**THE TOWN OF WALLKILL  
TOWN BOARD**

**ROLL CALL VOTE**

The following was presented  
 By \_\_\_\_\_  
 Sec'd by \_\_\_\_\_  
 Date of Adoption \_\_\_\_\_

Names	Ayes	Noes	Abstain	Absent
<i>Supervisor</i> <b>Mr. Depew</b>				
<i>Councilman</i> <b>Mr. Coyne</b>				
<i>Councilman</i> <b>Mr. Valentin</b>				
<i>Councilman</i> <b>Mr. Meyer</b>				
<i>Councilman</i> <b>Mr. Johnson</b>				
<b>TOTAL</b>				

**RESOLUTION OF THE TOWN BOARD OF THE TOWN OF WALLKILL CONFIRMING LEAD AGENCY STATUS AND ISSUING A NEGATIVE DECLARATION FINDING NO ENVIRONMENTAL SIGNIFICANCE OR ADVERSE IMPACTS IN ACCORDANCE WITH SEQRA FOR THE WASHINGTON HEIGHTS SIDEWALK INSTALLATION PROJECT**

**WHEREAS**, the Town Board of the Town of Wallkill wishes to construct sidewalks on the northerly side of NYS Route 17M between Ohio Avenue and Rockwall Place in accordance with the approved grant received from the Orange County Office of Community Development (the "Sidewalk Project"); and

**WHEREAS**, the Town Board has reviewed the potential environmental impacts of the Sidewalk Project pursuant to SEQRA and has prepared a Short Form Environmental Assessment Form in this regard; and

**WHEREAS**, the Town Board reviewed the Short For Environmental Assessment Form and determined that same is adequate with respect to scope and content for the purpose of its environmental review pursuant to SEQRA and the criteria for determining significance set forth section 617.7 (c)(1)(i)-(xii), (2)(i)-(iii), and (3)(i)-(vii) of the SEQRA regulations; and

**WHEREAS**, the Town Board finds that there will be no significant adverse environmental impacts associated with the Sidewalk Project; and

**WHEREAS**, the Town Board wishes to issue a negative declaration pursuant to the SEQRA regulations with respect to the Sidewalk Project,

**NOW, THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS:**

1. In accordance with the provisions of § 617.6 of the regulations implementing the New York State Environmental Quality Review Act ("SEQRA"), (the "SEQRA regulations"), the Town Board hereby determines that the aforementioned proposed Sidewalk Project is an action subject to

SEQRA regulations; and

2. The Town Board formally classifies the aforementioned actions as Unlisted, pursuant to § 617.4 of the SEQRA regulations; and
3. The Town Board determines that it is the Lead Agency with respect to the consideration, review, and determination of significance of the proposed action pursuant to SEQRA regulations; and
4. The Town Board hereby finds that the proposed project will have no significant adverse environmental impacts whatsoever and issues a negative declaration for the same in accordance with the accompanying Short Form Environmental Assessment Form, which the Town Supervisor is hereby authorized to execute, with said negative declaration to be reviewed and approved by the Town Engineers; and
5. The Town Clerk is hereby directed to publish the Town Board's negative declaration for the proposed action in the Environmental Notice Bulletin of the Department of Environmental Conservation, as required.

# Short Environmental Assessment Form

## Part 1 - Project Information

### Instructions for Completing

**Part 1 - Project Information.** The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information.

Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

<b>Part 1 - Project and Sponsor Information</b>			
Name of Action or Project: Installation of Sidewalks-Washington Heights Section of Town of Wallkill			
Project Location (describe, and attach a location map): Northerly Side of NYS Route 17M Between Ohio Avenue and Rockwell Place			
Brief Description of Proposed Action: The Town of Wallkill received grant funding from the Orange County Office of Community Development which the Town Board determined would be best utilized for the installation of sidewalks at the above-noted location.			
Name of Applicant or Sponsor: Town Board of the Town of Wallkill		Telephone: 845-692-7800	
		E-Mail: supervisor@townofwallkill.com	
Address: 99 Tower Drive			
City/PO: Middletown		State: NY	Zip Code: 10941
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.			NO <input type="checkbox"/>
			YES <input checked="" type="checkbox"/>
2. Does the proposed action require a permit, approval or funding from any other governmental Agency? If Yes, list agency(s) name and permit or approval: NYS Department of Transportation-permission has been obtained to work in the State right of way			NO <input type="checkbox"/>
			YES <input checked="" type="checkbox"/>
3.a. Total acreage of the site of the proposed action?		Less than 10 acres	
b. Total acreage to be physically disturbed?		Less than 10 acres	
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor?		0 acres	
4. Check all land uses that occur on, adjoining and near the proposed action.			
<input type="checkbox"/> Urban <input type="checkbox"/> Rural (non-agriculture) <input type="checkbox"/> Industrial <input checked="" type="checkbox"/> Commercial <input checked="" type="checkbox"/> Residential (suburban)			
<input type="checkbox"/> Forest <input type="checkbox"/> Agriculture <input type="checkbox"/> Aquatic <input type="checkbox"/> Other (specify): _____			
<input type="checkbox"/> Parkland			



<p>18. Does the proposed action include construction or other activities that result in the impoundment of water or other liquids (e.g. retention pond, waste lagoon, dam)?</p> <p>If Yes, explain purpose and size: _____</p> <p>_____</p> <p>_____</p>	<p><b>NO</b></p> <p><input checked="" type="checkbox"/></p>	<p><b>YES</b></p> <p><input type="checkbox"/></p>
<p>19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility?</p> <p>If Yes, describe: _____</p> <p>_____</p> <p>_____</p>	<p><b>NO</b></p> <p><input checked="" type="checkbox"/></p>	<p><b>YES</b></p> <p><input type="checkbox"/></p>
<p>20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste?</p> <p>If Yes, describe: _____</p> <p>_____</p> <p>_____</p>	<p><b>NO</b></p> <p><input checked="" type="checkbox"/></p>	<p><b>YES</b></p> <p><input type="checkbox"/></p>
<p><b>I AFFIRM THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE</b></p> <p>Applicant/sponsor name: <u>Daniel Depew, Supervisor</u> Date: <u>10/26/16</u></p> <p>Signature: _____</p>		

Project:

Date:

**Short Environmental Assessment Form  
Part 2 - Impact Assessment**

**Part 2 is to be completed by the Lead Agency.**

Answer all of the following questions in Part 2 using the information contained in Part 1 and other materials submitted by the project sponsor or otherwise available to the reviewer. When answering the questions the reviewer should be guided by the concept "Have my responses been reasonable considering the scale and context of the proposed action?"

	No, or small impact may occur	Moderate to large impact may occur
1. Will the proposed action create a material conflict with an adopted land use plan or zoning regulations?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. Will the proposed action result in a change in the use or intensity of use of land?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3. Will the proposed action impair the character or quality of the existing community?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4. Will the proposed action have an impact on the environmental characteristics that caused the establishment of a Critical Environmental Area (CEA)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5. Will the proposed action result in an adverse change in the existing level of traffic or affect existing infrastructure for mass transit, biking or walkway?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6. Will the proposed action cause an increase in the use of energy and it fails to incorporate reasonably available energy conservation or renewable energy opportunities?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
7. Will the proposed action impact existing:		
a. public / private water supplies?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. public / private wastewater treatment utilities?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8. Will the proposed action impair the character or quality of important historic, archaeological, architectural or aesthetic resources?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
9. Will the proposed action result in an adverse change to natural resources (e.g., wetlands, waterbodies, groundwater, air quality, flora and fauna)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
10. Will the proposed action result in an increase in the potential for erosion, flooding or drainage problems?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
11. Will the proposed action create a hazard to environmental resources or human health?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Project:

Date:

### **Short Environmental Assessment Form Part 3 Determination of Significance**

For every question in Part 2 that was answered "moderate to large impact may occur", or if there is a need to explain why a particular element of the proposed action may or will not result in a significant adverse environmental impact, please complete Part 3. Part 3 should, in sufficient detail, identify the impact, including any measures or design elements that have been included by the project sponsor to avoid or reduce impacts. Part 3 should also explain how the lead agency determined that the impact may or will not be significant. Each potential impact should be assessed considering its setting, probability of occurring, duration, irreversibility, geographic scope and magnitude. Also consider the potential for short-term, long-term and cumulative impacts.

The Town Board has determined that the installation of sidewalks in the specified location will have no significant adverse environmental impacts to the location in question. In addition, the contemplated sidewalks will increase public safety.

According to the U.S. Department of Transportation, approximately 4,500 pedestrians are killed annually in traffic crashes with motor vehicles in the United States. Pedestrians killed while "walking along the roadway" account for almost 8 percent of these deaths. Many of these tragedies are preventable. Providing walkways separated from the travel lanes could help to prevent up to 88 percent of these "walking along roadway crashes." Roadways without sidewalks are more than twice as likely to have pedestrian crashes as sites with sidewalks on both sides of the street. Many people cannot drive a car and are reliant on walking and public transit for transportation. Additionally, by moving pedestrians off the travel lanes, motorists' operations are improved.

Given the known benefits of sidewalks in terms of safety and encouraging individuals to walk rather than travel by vehicle, the Town Board not only concludes that there are no adverse environmental impacts to sidewalk installation, but concludes that sidewalks have a measurable positive impact and benefit to the environment.

- Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action may result in one or more potentially large or significant adverse impacts and an environmental impact statement is required.
- Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action will not result in any significant adverse environmental impacts.

Town Board of the Town of Wallkill	10/26/16
Name of Lead Agency	Date
Daniel Depew	Supervisor
Print or Type Name of Responsible Officer in Lead Agency	Title of Responsible Officer
Signature of Responsible Officer in Lead Agency	Signature of Preparer (if different from Responsible Officer)