

**TOWN OF CONESVILLE
TOWN BOARD MEETING
MINUTES
Conesville Town Hall
December 12, 2022**

Roll Call:

- a. **Council Persons:** Bill Federice -Present, Carl Fancher - Present, Laurel Mattice - Present, Robert Proudman -Present, Kelly Smith -Present
- b. **Officials:** Carrie Sutton(absent, Erica Weiss Deputy clerk here), Richard Irwin - Present, Marie Stuber - Absent, Diane Williams - Present, Tyler Latta - Absent

2. Pledge of Allegiance

3. Privilege of the Floor – None

- 4. Minutes:** Review and Approval of November 14th, 2022 minutes. A Motion was made by Councilman Smith to accept the minutes, seconded by Councilman Proudman. Motion Carried.

5. Assessor's Report

- a. **Marie Stuber** – Mailing out agricultural and Senior exemptions, must be returned by 1 March 2023. Working with Mark Los for revaluation. A motion was made by Councilwoman Mattice to accept the Assessor's Report, seconded by Councilman Fancher. Motion Carried.

6. Code Enforcement Officer's Report

- a. **Richard Irwin** – There are 42 open permits, no expired permits, and four enforcements are active. One building permit, one certificate of occupancy, and one certificate of compliance were issued. A motion was made by councilman smith to accept the Code Enforcement Officer's Report by Councilman Smith, seconded by Councilman Proudman. Motion Carried.

7. Town Clerk's Report

- a. **Erica Weiss** – There was one death certificate issued. A Motion was made by Councilman Smith, seconded by Councilman Fancher. Motion Carried.

8. Town Tax Collector's Report

- a. **Diane Williams** - Attended a meeting in Schoharie in November, tomorrow vote on the levies for uncollected rent and taxes for the sewer system. Tax bills should be available in the middle of January. Councilwoman Mattice made a motion to accept the Collector's report, seconded by Councilman Smith. Motion Carried.

9. Sewer District Operator's Report

- a. **Travis Castle** – There was an average daily flow rate of 2, 419 gallons for November. Still waiting on Kinsley Power for generator inspection. Annual calibration of the flow meter has been completed by CPE and the flow meter flume has been cleaned. The heating system is up and running for the season with no issues. A motion was made by Councilman Proudman to accept Sewer District Operator's report. Seconded by Councilwoman Mattice. Motion Carried.

10. Historian's Report

- a. **Kim Young** - Will present at year-end meeting.

11. Highway Superintendent's Report

- a. **Tyler Latta** – A significant amount of progress was made on the unpaved roads in the area during the last warm period. Champlin and Haner Roads still need some repairs. Minor repair issue with the grader but the crew was able to repair it. Road widener and shoulder machine were rented to finish South Mountain Road finishing touches. Culvert was installed on Karlau Road and salt and cinders are ordered for snowfall. The first snow was yesterday and the crew worked really hard clearing roads, there was a collision on Shew Hollow road. The fire department responded to that. Tyler Latta has taken over as Superintendent and it was his and his team's first challenge following the changeover. Councilman Proudman made a motion to accept the Superintendent's report, seconded by Councilman Fancher. Motion Carried.

12. Supervisors County Report

- a. **Bill Federice** – Renewable Energy Lawsuit Update – The state will take assessment of properties for renewable energy resources out of the hands of the local government, for example in the town of Sharon, it went from 100% assessment down to 86% discount. Their expected tax bill went from 2.9 million to 200K. Seems like they're taking money away from the areas. The good news is the county hired a lawyer that specializes in energy and filed suit asking for a temporary restraining order against the state. We think it violates the home rule. 9 towns in Schoharie County including Conesville signed onto it. This was against NY state taxation and finance- last week, threw out 2 of the defenses of the case and that there is a battle now between the department and the county. They were told they have to come back and tell us why we have no standing December 26th is the deadline for them to answer. The infrastructure is set up to benefit NYC and not the county.

13. Town Business

- a. Supervisor's October and November 2022 Budget- Councilwoman Mattice made a motion to accept the supervisor's budget report, seconded by Councilman Fancher.
- b. 2023 Highway Department Retention Incentive Payment Resolution – Roll call was taken.
- c. Highway Policy Regarding Culvert Placement and Expense Resolution – Roll call was taken.
- d. Potter Mountain Road Speed Limit Reduction Resolution – could take up to a year. Roll call was taken.
- e. Highway Department 2023 Compensation Resolution – Roll call was taken.
- f. Building Permit Fee Schedule Update and Short-Term Rental Applications– The majority of this fee schedule was agreed upon at the November meeting but there was an adjustment on the \$250 fee for starting work without a permit. Rich Irwin brought up the subject that not having a flat fee may be beneficial so a smaller fee for a smaller infringement such as the installation of a shed without a permit, while a larger unpermitted project without a permit would be a larger fee. Some towns in the area are charging double in those situations.

Supervisor Federice stated that he felt that what the CEO proposed was equitable. Mr. Fred Ruckel had a question regarding emergencies or an emergency clause such as furnace failure on the weekend, would there be any space for the individual to have the repairs/replacement done without the permit since the bigger need would be ensuring their home is heated to prevent freeze-ups? Supervisor Federice stated that they should still reach out to the CEO even though it is a weekend, and it would be up to him if he drove out on the weekend or the following week, but that the call should still be made before the work starts. CEO concurred with this statement.

For Short-term rentals, they need to register because the County needs to collect a 4% occupancy tax. Those funds all go into publicizing the region so it is actually in the interest of the owners to ensure they are paying that tax. Additionally, there is an 8% sales tax.

Councilman Smith made a motion to approve both the fee schedule and Short-Term Rental Registration. Both were seconded by Councilman Proudman. Motion Carried.

g. Couchman House Update

Sean Mullan has been doing a lot of work in the back room. The skylights were leaking and have been removed, plywood has been put over that part of the roof, a frost guard has been added and that portion of the roof has been re-shingled. The chimney has been partially removed where it was pulling away from the house. It has been capped off as the remainder of it is sound since at some point in the future there may be a decision to rebuild the chimney at some point in the future. There was some extra siding in the shed which matches the rest of the house which can use some to cover where the chimney had been. Supervisor Federice is going to get a container to remove the cinder blocks and remaining items that need to be thrown away from inside the house. Also, Supervisor Federice got a quote for a 200 amp service electric. Electric and heat are the first two projects. The Town will get \$10,000 from the State for five different projects with the potential to use renewable energy and while some of these have been utilized, we still have several left that we can use.

Supervisor Federice will be compiling a priority list for the order of the remaining repairs. He stated that it is going to take a while to complete and will have a significant price tag but there are grants available for a large portion of the work but it will take some time. He wants people to have realistic expectations of the timeframe and cost. He plans to present that priority list soon.

- h. Board Member Input – N/A
 - i. Review Invoices – Councilman Proudman made a motion to review the invoices, seconded by Councilman Fancher. Councilman Smith made a motion to pull voucher number 132 Mountain Eagle billing from the general abstract to subdivide it by the appropriate department. Seconded by Councilman Proudman. Motion Carried.
- 14. Adjourn** – Councilman Smith made a motion to adjourn the meeting, seconded by Supervisor Federice, Motion Carried.

TOWN OF CONESVILLE

APPLICATION FOR SHORT-TERM RENTAL REGISTRATION

1- Parcel SBL#: _____

2- 911 Address of Short-Term Rental Residence: _____

Number of Bedrooms (5 maximum): _____

Proposed Number of Occupants that can sleep in the STR (10 maximum): _____

3- Owner Information:

Property Owner: _____

Mailing Address: _____

Phone: _____ Email Address: _____

4- Local Property Manager/Emergency Contact: (if not owner), must be reachable in an emergency and must be no more than 30 miles from the rental property.

Name: _____

Mailing Address: _____

Phone: _____ Email Address: _____

5- Source of Water Supply: _____ Municipal _____ Private (test required)

6- Parking: # of Spaces _____ (MUST be off street)

7- Garbage: Individual or Company Responsible for Removal _____

8- Insurance Information: Submit Proof of Insurance.

9- Registration with Schoharie County: Submit Proof of Registration.

10- Declaration:

I/We declare that the statements contained herein are true and I/We have not knowingly or willfully given a false statement or false information or omitted information in connection with this application.

I/We have read and understand the Town of Conesville Short-Term Rental Regulations.

Signature of Owner(s): _____ Date: _____

_____ Date: _____

**SUBMIT \$250 REGISTRATION FEE WITH THIS FORM (non-refundable).
PLEASE MAKE CHECK PAYABLE TO THE TOWN OF CONESVILLE**

FOR OFFICE USE ONLY

.....
Date/Time Received: _____ Fee Received (Date & Check #) _____

TOWN OF CONESVILLE RESOLUTION NUMBER 53 of 2022
Retention Bonus for Conesville Highway Department Employees
Payable December 1, 2023

Introduced by: William Federice

Seconded by: KELLY SMITH

WHEREAS the Conesville Town Board approved the inclusion in the 2023 Adopted Budget an employee retention bonus for those employees who are employed at close of business on November 30, 2023 and

WHEREAS the budgeted amount of \$16,000 is for the payment of \$4,000 each to a maximum of four full time Conesville Highway Department employees who are employed by the Town of Conesville from December 1, 2022 to November 30, 2023 and

WHEREAS in recognition of full-time employees who may start their employment after December 1, 2022, the Town of Conesville will pay a pro-rated retention bonus to those full-time employees who are employed at close of business on November 30, 2023 and

WHEREAS the intent of the retention program is to incent full-time employees to remain in the employ of the Town of Conesville and to be productive members of the Highway Department this program will deduct from the payable retention bonus \$15.38 per workday of those employees who do not report to work and have used all their time off with pay benefits. Therefore

BE IT RESOLVED The Town of Conesville adopts the employee retention plan as described in this resolution.

<u>Board Member</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
Fancher, Carl	✓	_____	_____
Federice, William	✓	_____	_____
Mattice, Laurel	✓	_____	_____
Proudman, Robert	✓	_____	_____
Smith, Kelly	✓	_____	_____

CARRIED ✓ NOT CARRIED _____

I hereby certify the above resolution is a true and exact copy of the resolution passed by the Conesville Town Board on

12/12/22

Erica Weiss
 ERICA WEISS, DEPUTY TOWN CLERK
 ERW

 Carrie Sutton, Conesville Town Clerk

(SEAL)

TOWN OF CONESVILLE RESOLUTION NUMBER 54 of 2022
Highway Policy Regarding Culvert Placement and Expense

Introduced by: William Federice

Seconded by: LAUREL MATTICE

WHEREAS the Conesville Town Highway Department has been practicing the policy of placing culverts at certain locations requested by landowners if agreed to by the Conesville Highway Superintendent and
 WHEREAS the Conesville Highway Superintendent has practiced the policy of collecting the cost of new culverts from the requesting landowner and maintaining said culverts and
 WHEREAS there is no known documented policy covering culvert replacements, therefore
BE IT RESOLVED the Conesville Town Board hereby confirms the practice of landowners paying for first time culverts being placed by the Conesville Highway Department

<u>Board Member</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
Fancher, Carl	✓	_____	_____
Federice, William	✓	_____	_____
Mattice, Laurel	✓	_____	_____
Proudman, Robert	✓	_____	_____
Smith, Kelly	✓	_____	_____

CARRIED ✓ **NOT CARRIED** _____

I hereby certify the above resolution is a true and exact copy of the resolution passed by the Conesville Town Board on

12/12/22

Erica Weiss
 ERICA WEISS, DEPUTY TOWN CLERK

FOR
 Carrie Sutton, Conesville Town Clerk

(SEAL)

TOWN OF CONESVILLE RESOLUTION NUMBER 55 of 2022
Regarding A Request to Lower the Speed Limit on a portion of
Potter Mountain Road

Introduced by: Supervisor William Federice

WHEREAS most residents and landowners and those who work on the 2.7 mile portion of Potter Mountain Road, also known as Schoharie County Route 3, starting at the intersection of Beaver Hill Road and ending at the intersection of Bear Kill Road submitted to the Conesville Town Board a petition at the October 10, 2022 Town Board Meeting requesting the Town Board support a speed limit reduction on the aforementioned 2.7 mile portion of Potter Mountain Road from 55 miles per hour to 40 miles per hour, and

WHEREAS the petition cites the present speed limit is not safe for agricultural activity and pedestrians at the current speed limit due to the frequent curves which presents a safety issue to those persons walking, working, or operating farm equipment and machinery, and

WHEREAS the petition further points out the increase of heavy truck traffic on Potter Mountain Road which is not safe at 55 miles per hour, and

WHEREAS after consideration and discussion with the citizen representative of the petitioners, the Conesville Town Board unanimously passed a motion supporting a reduction of the speed limit on the requested section of Potter Mountain Road, therefore

BE IT RESOLVED the Conesville Town Board hereby requests the Schoharie County Department of Public Works, the New York State Department of Transportation, and any other agencies involved in the process approve a reduction of the speed limit from 55 miles per hour to 40 miles per hour on the 2.7 mile portion of Potter Mountain Road from the intersection with Beaver Hill Road to Bear Kill Road.

Seconded by: Councilperson KELLY SMITH

<u>Board Member</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
Fancher, Carl	<u>✓</u>	<u>_____</u>	<u>_____</u>
Federice, William	<u>✓</u>	<u>_____</u>	<u>_____</u>
Mattice, Laurel	<u>✓</u>	<u>_____</u>	<u>_____</u>
Proudman, Robert	<u>✓</u>	<u>_____</u>	<u>_____</u>
Smith, Kelly	<u>✓</u>	<u>_____</u>	<u>_____</u>

CARRIED ✓ **NOT CARRIED** _____

I hereby certify the above resolution is a true and exact copy of the resolution passed by the Conesville Town Board on

12/12/22

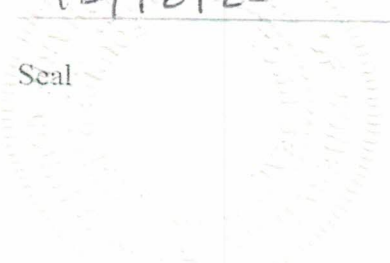
Erica Weiss

ERICA WEISS, DEPUTY TOWN CLERK

FOR

Carrie Sutton, Conesville Town Clerk

Seal



Marie Stuber, Assessor
Town of Conesville
1306 State Route 990V
Gilboa, NY 12076

Office: 607-588-7211 Fax: 607-588-6832
Office Hrs. Tuesdays 10-1 November 1- March 31
or By Appt
conesvilleassessor@gmail.com

Assessor's Board Report


December 12, 2022

Dear Board Members,

It is the time of year for the Agricultural and Senior exemptions renewals to be mailed out. They went out in the mail last week. All renewal forms and required documentation needs to be returned by March 1 2023 to continue to receive the exemption. Anyone interested in applying for the exemption should contact me.

Mark Los and I continue to work with Town of Broome and the State on the revaluation process. Currently I am reviewing the prospective changes to residential properties. There are over 690 parcels to review. Once reviewed the real property system will be updated. We will be sending letters out to all property owners with an explanation letter to help owners understand the impact of the changes. These changes will bring the town's equalization rate back to the 100% range. A draft copy of the letter is provided to help the Board to understand what is occurring.

I am using the County Clerk office for all mailings and having them send a bill for the postage. It is cheaper doing bulk mailing.

Sincerely 
Marie Stuber

Marie Stuber, Assessor
Town of Conesville
1306 State Route 990V
Gilboa, NY 12076

Office: 607-588-7211 Fax: 607-588-6832
Office Hrs. Tuesdays 10-1 November 1- March 31
or By Appt
conesvilleassessor@gmail.com

Dear Conesville Taxpayers,

As most of you are aware, Conesville has completed a re-valuation every 3-4 years for more than 10 years now. 2023 is our year to re-evaluate every property. An extensive amount of work has been completed to bring every home up to full market value in their assessment. As most of you are aware, the Real Estate market across the US has exploded significantly. In our area we have seen an average of 30% increase in the sale prices since our last re-valuation. The last 2 years has been a larger increase than most years. When determining the percentage of increase needed to bring our town's equalization rate back into the 100% range, market sales from 2018-2022 were used.

Your new assessment now reflects this increase so the town can keep its 100% valuation rate. This means everyone continues paying only their fair share of town/county and school taxes. Conesville has enjoyed stable taxes with little increase over ten years. We would like to continue this trend.

PLEASE NOTE: Just because your assessment went up on average 30% does NOT mean your tax bill will go up 30%. Tax rates are determined by the town/county and school districts. If they continue to keep the budget down and not increase rate most taxpayers will not see much or any increase in their tax bill. Those who have a more than the average 30% increase in assessment may see an increase in their tax bill.

PLEASE REALIZE THAT THE 30% ASSESSMENT INCREASE
DOES NOT MEAN YOUR TAX BILL WILL INCREASE BY 30%.

Sincerely
Marie Stuber, Assessor

TOWN OF CONESVILLE

BUILDING DEPARTMENT

Code Officer Activity Report: **December**

November 06, - December 03, 2022

- 1- Area of my home office all set up for T Conesville CEO responsibilities.
- 2- Working with the assessor to bring improvements up to date.
- 3- Currently - 43 - open permits
 0 - expired permits
 4 - active enforcement - Order to Comply, NOV
- 4- Filing paperwork in the town SBI folders.
- 5- Working on Short Term Rental regulations and updating the Building Permit Classifications for the fee schedule.

ACTIVITY	TOTAL	PROPERTY INFO	UPDATED 12/02
Building Permits	1	abidugal	
Certificate of Occupancy	1	faust	
Certificate of Compliance	1	Kremos.	
Permit Renewal	1	Wunsch.	
Property Search	1	hanson	
STR Permit	0		
Final Inspections	2	Kremos, faust	
Building Code Inspections	9		
Pre-work / Site Visits	7		
Unsafe Building Notice	0		
No Permit Visits	1	Valentine,	
Complaint / Follow Up	3	Jones, galati, cole	
Compliance Remedy Order	4	Jones, galati, valentine, cole,	
Stop Work Orders	0		
Summons	0		
Fire Safety Inspection	0		
Telephone email inquiries	-----	Steady	
Miles	60		

Town Clerk's Monthly Report

Death Certificates Issued

1

Superintendents Monthly Report, November 2022

October weather allowed us to make significant progress on a good portion of our non-paved roads. As of this writing, we still need to improve Champlin and Haner. We had a minor repair issue with our grader and the crew was able to repair it. We rented a road widener, aka shoulder machine, for one week and gave South Mountain Rd the finishing touches, concluding our work there. We installed a culvert on Karlau Rd and as of this writing, we are preparing our equipment for the snow season, ordering salt and cinders.

Bill Amend



LVDV Operations, Inc.

CONTRACT OPERATIONS OF WATER AND WASTEWATER FACILITIES

Your Water Our Sacred Trust

November 2022

**West Conesville Wastewater Treatment Facility
Monthly Update Report**

This is a monthly update for the West Conesville Wastewater Treatment Facility. These are the highlights in your sewer district for the previous month.

- The average daily flow for the month of November was 2,419 gallons a day.
- We are in the process of scheduling the annual generator service visit with Kinsley Power.
- CPE came and completed the annual calibration of the flow meter at the plant.
- Started up and checked heating system. No issues were found.
- Cleaned flow meter flume.

We will be pleased to answer any questions you may have about the West Conesville Wastewater Treatment Facility. You can always contact us by phone 1-(845) 532-8079, (518) 928-7861, by email (tcastle@lvdvoperations.com), or in person.

Best regards,
Travis Castle (Chief Operator)

197 Elm Street

PO Box 610

Cobleskill, NY 12043

(518) 234-4028

TOWN OF CONESVILLE

BUILDING PERMIT FEES AND APPLICATION

Code Enforcement Officer:
Richard Irwin
607-435-2013

Town of Conesville
1306 State Route 990 V
Gilboa, NY 12076
607-588-7211

Make checks payable to:
Town of Conesville

RESIDENTIAL HOUSING/COMMERCIAL BUILDING	
First 1500sf	350
Each additional 100sf or portion thereof	100
HUD APPROVED HOME (single and double wide)	
On a slab	250
On a foundation	280
ADDITIONS	
Up to 100 square feet	170
101 to 500 square feet	340
Over 500 square feet	450
REPAIRS/RENOVATIONS/ALTERATIONS	
First \$1,000.00 of project	150
Each additional \$1,000.00 of project	10
ACCESSORY STRUCTURE	
Garage- Attached or Detached	225
Pole barn	225
Attached car port	170
Free standing car port, green house or pavilion	140
Shed 145-600sf	190
Utility building over 600sf	190
DECKS AND PORCHES	
Deck- Porch	150
NEW HEATING SYSTEMS- Furnaces, wood stoves, pellet stove, fireplaces	110
SWIMMING POOL	
Above ground- 24inch or higher	100
In ground	150
CHIMNEYS	
New, replacement	100
SOLAR PANELS OR WIND TURBINES- 30kw or less- On -site use and consumption only	150
DEMOLITION PERMIT	25
PERMIT EXTENSION	50
CHANGE OF USE/ OCCUPANCY	100
PROPERTY/REQUESTED SEARCH	100
CERTIFICATE OF OCCUPANCY OR COMPLIANCE- No permit or revoked permit	250
WORK/PROJECT STARTED WITHOUT REQUIRED PERMIT	250
FIRE AND SAFETY INSPECTION	100
SHORT TERM RENTAL REGISTRATION APPLICATION (annual)	250

Effective 01/01/2023