

**Town of Andes  
Regular Monthly Meeting  
December 8<sup>th</sup>, 2020 at 6:00PM  
Andes Town Hall**

**Present:**

Supervisor Wayland 'Bud' Gladstone  
Councilman Thomas Hall  
Councilman Shayne Moshier-Absent and Excused  
Highway Superintendent John Bouton

Councilman Ritchie Gabriel  
Councilman Dale Cole  
Town Clerk Kimberly Tosi

**Others:**

Stephanie Perez-Andes Fire District Treasurer  
Al Mohr  
Tyler Hall

Dale Tait-Andes Fire Dept. Chief  
Brandon Grommeck

**Others Via Zoom:**

Karen Rubio  
Vincent Comperatore  
Frank Winkler-Andes Planning Board Chairman  
Peter Calvert-Andes Gazette  
Pia Dehne  
Noah Ennis

Jesse Hilson  
Mary Davis  
David Levesque  
Doreen Levesque  
Mark Pezzatti

**Call to Order:**

The meeting was called to order by Supervisor Gladstone at 6:00PM.

**Pledge:**

The pledge of allegiance was led and recited by Councilman Gabriel.

**Approval of Minutes:**

Motion to approve the November 2020 Minutes, made by Councilman Hall, Seconded by Councilman Cole. All in favor, Councilman Moshier-Absent and Excused. Motion carried.

**Privilege of the Floor:**

Dale Tait- Andes Fire Department and Stephanie Perez-Andes Fire District

RE: Replacement Truck Funding

Mr. Tait and Ms. Perez spoke in reference to the Fire Districts financial hardships in 2020 and a request to the Town Board for help in the coming months as one of the most used fire trucks will no longer pass inspection and a replacement will be needed.

Supervisor Gladstone suggested that they reach out to the O'Connor Foundation, the MARK Project, and research FEMA grants. The Town is not in the position to provide the Fire District with any money beyond what is legally allowable.

Al Mohr

RE: Building Inspector/Code Enforcement Office  
Mr. Mohr spoke with the board regarding the starting of his position as the building inspector/code enforcement officer on January 1<sup>st</sup>, 2021.

**Reports:**

Highway Report  
(attached)

Supervisor Report

\*Thanks to John Bouton and the highway department for rolling out the ruts on the school grounds from the well drilling rig.

\*I've reached out to Peg Ellsworth of the MARK Project to see if there was an avenue for grant funding to install the footbridge connecting Ballantine Park and the Rail Trail.

\*I received an email from Mary Davis regarding the triangle garden property and her interest in transferring ownership to the Town.

\*I received an email from Dick Winner regarding the clothing bin at the Fire Department, discussing the possibility of moving it to the Transfer Station. We are waiting for approval from the organization who owns the bin. \*\*Dale Tait-the Fire Chief feels that the bin should be left at the fire department. Discussion took place and this issue should be resolved at the Fire Department.\*\*

\*We need to discuss the previous request from the Town of Hamden regarding the abandonment of Stevens Road (on the Hamden side).

\*With the positive COVID-19 cases on the rise within Delaware County, please take all precautionary measures to stay safe and healthy.

Respectfully,  
Wayland 'Bud' Gladstone  
Supervisor

**Committees and Other Business:**

\*Pool Committee Plan for fence and NYS DOH response  
Councilman Gabriel spoke with Oneonta Fence regarding the quote they provided the Town. They can guarantee the work will be completed by the NYS DOH deadline. Supervisor Gladstone will sign and return all paperwork to NYS DOH prior to the December 18<sup>th</sup> deadline detailing the Town's correction plan.

\*Transfer Station Committee Roof repairs  
Councilman Hall reported he had reached out to Travis Balcom for a quote to repair the roof at the Transfer Station. He is too busy. Councilman Hall reached out to another contractor and should have the quote in a few days. The committee will work on getting the roof repaired as soon as possible.

Other-

**\*Town Clerk Request: Town Credit Card**

Town Clerk Tosi presented the Town Board with a request for a credit card for use at the Town Hall. In the past individuals have used their own personal credit cards and been reimbursed. This is fine, however it would make it a cleaner accounting practice if this did not happen.

**\*Draft Town of Andes Permit Requirement for Commercial Tent Campsites (CTC)**

Andes Planning Board Chairman Frank Winkler discussed the draft permit requirements, (attached). This is an ongoing process. The Planning Board is looking for input from the Town Board with any changes or ideas they may have.

**\*CWC notification of MOA Resolution discussion**

The Town received a letter from the CWC regarding the MOA resolution that will need to be established in 2021. We are waiting for information back regarding what was completed in the past. The Town Board will review this in an ongoing manner.

**\*Town Truck Inspection and issues**

\*Supervisor Gladstone reported that the Town Truck, utilized by the Building Inspector and Assessor has again failed inspection. It needs new tires, a new brake line and a few other minor items repaired. It was suggested that the truck be parked at the highway department and requested that they complete any repairs going forward. Highway Superintendent Bouton was agreeable to this. They will utilize it for parts runs, etc. The Assessor and Building Inspector should notify the Highway Superintendent when they will need the truck so that it will be available to them. Hopefully ongoing use will prevent many of the issues that have been recurring in recent years.

**\*Stevens Road Abandonment**

The Town of Hamden is undergoing the process of closing their portion of Stevens Hollow Road. They are looking to make sure the Town of Andes does not have any objections before they complete the necessary process.

**\*Triangle Property**

Mary Davis spoke in regards to the property known as the "Triangle" in the Hamlet of Andes. Previously it was believed that this property was owned by the Town. Mary recently had a survey completed of her property and discovered that she does own it. She would like to do a quit claim deed and give the triangle to the Town. Supervisor Gladstone will reach out to the Town's attorney for advice on this process.

**Motions:**

Motion to accept the quote from Oneonta Fence to complete the required modifications and upgrades to the fence at the pool to meet the New York State Department of Health requirements prior to opening in 2021, for a total of \$6,800.00, made by Councilman Hall, Seconded by Councilman Cole. All in favor, Councilman Moshier-Absent & Excused. Motion carried.

Motion to allow the Town of Hamden to close their section of Stevens Hollow Road, to the Town of Andes line as they have proposed, made by Councilman Gabriel, Seconded by Councilman Hall. All in favor, Councilman Moshier-Absent & Excused. Motion carried.

Motion to approve the November Supervisor's Financial Report, Town Clerk's Financial Report, and Justice's Financial Report, made by Councilman Hall, Seconded by Councilman Cole. All in favor, Councilman Moshier-Absent & Excused. Motion carried.

Motion to hold the 2021 Organizational Meeting and Regular January Meeting on January 4th, 2021 at 6:00PM, made by Councilman Gabriel, Seconded by Councilman Cole. All in favor, Councilman Moshier-Absent & Excused. Motion carried.

**Town Calendar:**

December

<b>Date</b>	<b>Item</b>	<b>Department</b>
12/14	Planning Board Meeting 7:30PM	Planning
12/24 & 12/25	Town Hall Closed	Building, Assessor, Town Clerk
12/28	Zoning Board Meeting (if needed) 7:00PM	Zoning
12/31	Town Hall Closed	Building, Assessor, and Town Clerk

January

<b>Date</b>	<b>Item</b>	<b>Department</b>
1/1	Town Hall Closed	Building, Assessor, and Town Clerk
1/4	2021 Organizational Meeting and January Town Board Meeting 6:00PM	Town Board
1/4	Annual Appointments Boards and Committees	Supervisor
1/4	Review of Policies	Town Board
1/11	Planning Board Meeting 7:30PM	Planning
1/18	Town Hall Closed	Building, Assessor, and Town Clerk
1/25	Zoning Board Meeting (if needed) 7:00PM	Zoning

February

<b>Date</b>	<b>Item</b>	<b>Department</b>
2/8	Planning Board Meeting 7:30PM	Planning
2/9	Establishment of 2021 Spring Bids for approval at February Meeting	Highway Superintendent/ Town Clerk
2/9	Town Board Meeting 6:00PM	Town Board
2/9	Annual Accounting	Tax Collector, Town Clerk, Supervisor's Bookkeeper, and Justices
2/15	Town Hall Closed	Building, Assessor, and Town Clerk
2/22	Zoning Board Meeting (if needed) 7:00PM	Zoning

**Resolutions:**

Resolution 33 of 2020 Town of Andes Credit Card

WHEREAS, from time to time there are Town purchases which must be made with a credit card; and

WHEREAS, the Town of Andes would like to create records which are transparent to all of its taxpayers, and others; and

WHEREAS, the Town Board feels that creating proper policies and procedures will ensure an environment that will be both productive and transparent; and

WHEREAS, the following procedures have been established for credit card transactions:

- 1.) The card will be in the Town Clerk and Supervisor's names
- 2.) The limit of the card will be \$1,500
- 3.) All purchases must be made via purchase order and approved by three board members prior to execution
- 4.) The credit card statement and all applicable invoices will be attached to a voucher and presented like all typical Town bills.

NOW THEREFORE BE IT RESOLVED; that the Andes Town Board hereby authorizes the Andes Town Clerk and Andes Supervisor to apply for said credit card and execute all stipulations above.

Proposed by: Councilman Gabriel

Seconded by: Councilman Hall

Roll Call:

Supervisor Gladstone---Aye

Councilman Moshier---Absent & Excused

Councilman Cole---Aye

Councilman Gabriel---Aye

Councilman Hall---Aye

Resolution 34 of 2020 Highway Shared Services Agreement

WHEREAS, all municipalities, including the Town of Andes have the power and authority to contract for the purpose of renting, leasing, exchanging, borrowing, or maintaining of machinery and equipment, with or without operators, with other municipalities, and;

WHEREAS, all municipalities, including the Town of Andes have the power and authority to borrow or lend materials and supplies to other municipalities, and;

WHEREAS, it is hereby determined that the Town of Andes and other municipalities have machinery and equipment which is not used during certain periods, and;

WHEREAS, it is determined that the Town of Andes and other municipalities have materials and supplies on hand which are not immediately needed, and;

WHEREAS, it is hereby determined that by renting, borrowing, exchanging, leasing or maintaining highway machinery and equipment and the borrowing or lending of materials and supplies, the Town of Andes and other municipalities may avoid the necessity of purchasing certain needed highway machinery and equipment and the purchasing of or storing a large inventory of certain materials and supplies, thereby saving the taxpayers money, and;

WHEREAS, it is recognized and determined, from a practical working arrangement, that no program of borrowing, exchanging, leasing, renting or maintaining of highway machinery and equipment or borrowing or lending of materials can be successful if each individual arrangement or agreement has to receive prior approval by the Town of Andes governing board and the governing board of each of the other municipalities which may be parties to such agreements, since such agreements must often be made on short notice and at times when the governing boards are not in session, and;

WHEREAS, it is incumbent upon each municipality to design a simple method whereby materials and supplies, equipment and machinery, including the operators thereof, may be obtained or maintained with the minimum of paperwork and inconvenience and with a swift approval process, and;

WHEREAS, it is the intent of the Town of Andes to give the head of the highway departments the authority to enter into renting, exchanging, borrowing, lending or maintaining arrangements with the persons serving in similar capacities in other municipalities without the necessity of obtaining approval of the Town of Andes governing board prior to the making of each individual arrangement, and;

WHEREAS, a standard contract has been prepared which is expected to be adopted and placed into effect in other municipalities, and will grant the person holding the position comparable to that of the head of the highway department, authority to make similar arrangements, and;

WHEREAS, it is hereby determined that it will be in the best interests of the Town of Andes to be a party to such shared services arrangements;

NOW THEREFORE BE IT RESOLVED, that the Town Supervisor of Andes is hereby authorized to sign on behalf of the Town a contract for shared services to include the Town of Walton.

BE IT FURTHER RESOLVED this resolution shall take effect immediately, and

BE IT FURTHER RESOLVED the Town Clerk is authorized and directed to file a copy of the contract set forth in this resolution with the chief executive officer of the aforementioned municipality.

Proposed by: Councilman Hall

Seconded by: Councilman Gabriel

**Roll Call:**

Supervisor Gladstone---Aye

Councilman Moshier---Absent & Excused

Councilman Cole---Aye

Councilman Gabriel---Aye

Councilman Hall---Aye

**Approval of Bills:**

Motion to approve General Warrants #364-393 totaling \$13,304.38

Highway Warrants #263-299 totaling \$39,267.47

WWTP Warrants #142-147 totaling \$23,879.84

Water Warrants #90-96 totaling \$7,855.55, made by Councilman Gabriel,

Seconded by Councilman Hall. All in favor, Councilman Moshier- Absent & Excused. Motion Carried.

**Districts-**

Water-

Sewer-

**Public Comments/Questions:**

N/A

**Adjourn:**

Motion to adjourn made by Councilman Gabriel, Seconded by Councilman Cole. All in favor, Councilman Moshier-Absent & Excused. 7:41PM.

Annual Sexual Harassment Training  
Immediately followed the meeting

## December Highway report

November 4<sup>th</sup> cut the trees on post rd., Perch Lake, Bushkill, Wolf Hollow.

November 5<sup>th</sup> finished tree on Wolf Hollow, fill pot holes.

November 6<sup>th</sup> Brian Greg Dan ditched as needed on Mud Lake Bush Kill Ruff road and Bullet Hole

November 9<sup>th</sup> ditched and started work on New Cemetery rd.

November 10<sup>th</sup> crusher run roll and finish New Cemetery rd.

November 12<sup>th</sup> mow Firment rd. cut brush

November 13<sup>th</sup> pulled in Dan's truck and set up for winter mow Cross mountain clean ditch on little dingle hill. Signed FEMA paper work for Mary Smith Emailed.

November 16<sup>th</sup> check roads chip brush

November 17<sup>th</sup> put up no outlet signs Firment rd. No left turn for Trucks for Canada hollow and no right turn for trucks from Canada Hollow.

November 18<sup>th</sup> plow and sand

November 23<sup>rd</sup> shop work on sander put summer equipment away

November 24<sup>th</sup> paint clean fix trucks

November 25<sup>th</sup> Check roads cut brush

November 26<sup>th</sup> 27<sup>th</sup> everyone off

November 30<sup>th</sup> Work in shop work on ford fire truck. Fill pot holes. Cut brush.

December 1<sup>st</sup> 2<sup>nd</sup> 3<sup>rd</sup> 4<sup>th</sup> cut brush

December 7<sup>th</sup> check roads

Respectfully submitted



John Bouton



**DRAFT- Nov.10, 2020**  
**Town of Andes Permit Requirement for**  
**Commercial Tent Campsites (CTC)**

A Commercial Tent Campsite (CTC) Permit is required for any camping site used for commercial purposes. The first step of this application process is to contact the Town of Andes Code Enforcement Officer- Telephone 845-676-4707 FAX 845-676-3776

Email [andesbuildinginspector@gmail.com](mailto:andesbuildinginspector@gmail.com)

The CEO will help you through the application process.  
Basic requirements will be your name, mailing address, site address, your agent if you are using one, tax map and tax parcel number, and a map showing the proposed site of the campsite.

Basic site requirements-

There must be adequate off-road parking for all campsite vehicles.

The campsite entrance must be marked with the local street number to aid emergency services.

The site must be at least 500 feet from any neighboring dwelling.

The site must be at least 200 feet from the property line.

The tax parcel must contain at least 8 acres, and an additional 8 acres for each additional campsite up to a total of 3 sites.

The CTC must have and implement the plan for proper waste disposal at least on a weekly cycle.

The CTC shall accommodate not more than 8 adults or 6 adults and up to 4 children.

The CTC must be at least 100 feet from any stream or wetland.

No amplified sound is permitted between 10 PM and 8 AM.

Any campfire must be in a designated fire pit at least 50 feet from any shrub, trees or overhead tree canopy. Due to dry conditions more restrictive standards may be implemented. NYS DEC requirements for fires must always be followed.

If the landowner does not live on site, a designated agent must be on file with the CEO, and readily available (within 45 minutes) to resolve any potential site problems like more than the permitted people on site, or excessive noise.



Upgrade existing fence to meet Pool Code

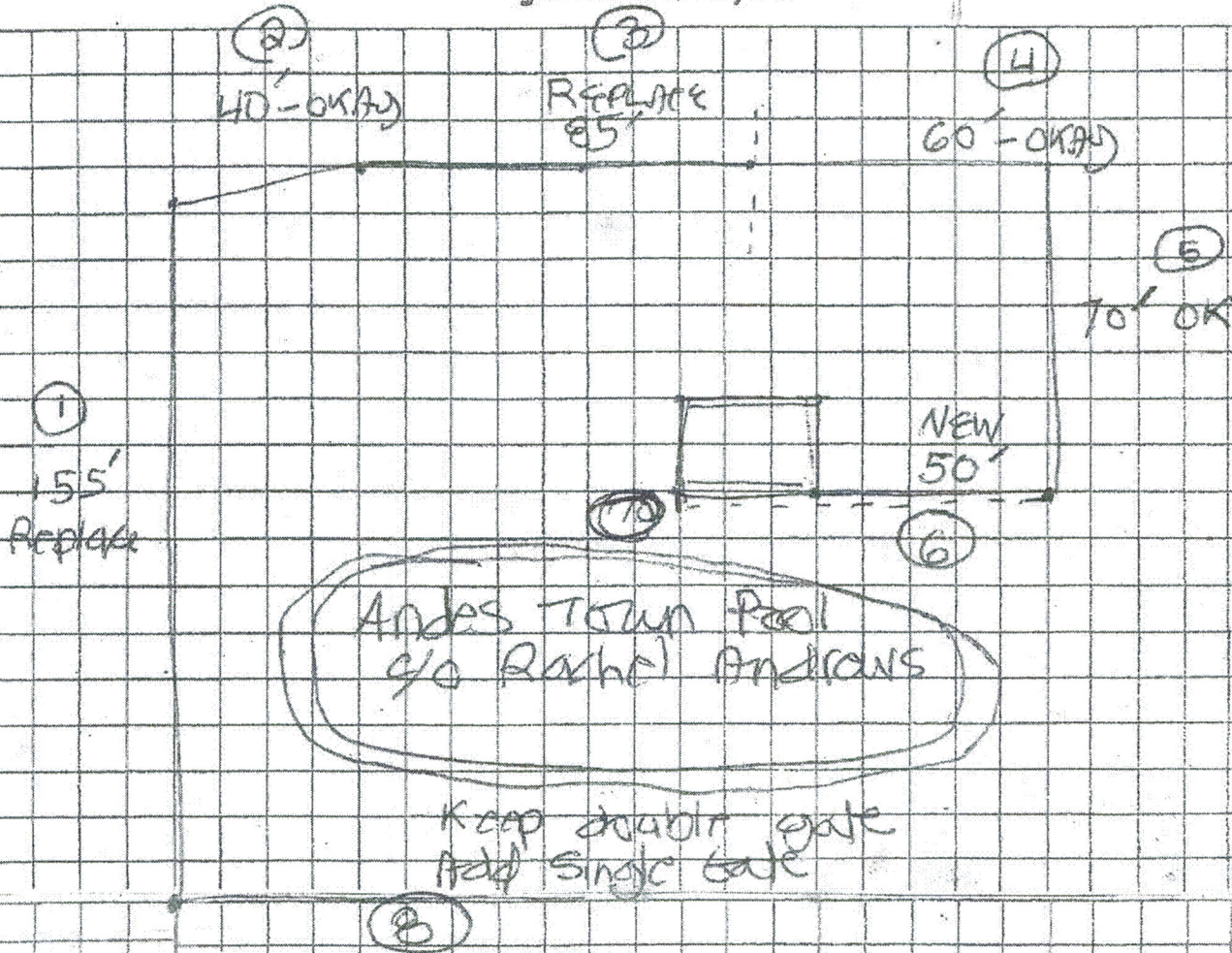
2 Washburn Street

Oneonta, New York 13820

www.oneontafence.com

Phone: (607) 433-6707

Job Sketch / Layout



1 (9) Add single gate for entry from street!

- (1) Sleeve over existing posts / New 1 5/8" Top Rail  
New 4" galvanized chain link
- (2) okay
- (3) Sleeve over existing posts / new 1 5/8" Top Rail  
New 4" galvanized chain link
- (4) okay
- (5) okay
- (6) all new posts / chain links, top rail
- (7) close off small gap between vinyl fence / shed
- (8) okay keep double gate  
Add new 4' wide gate with NYS pool code hardware
- (9) Add new gate / no pool code hardware

- 1 155' Sleeve over all of the posts. Eliminate double gate. Install all new top rail and chain link.
- 2 40' Okay 4' high
- 3 85' Sleeve over all posts. Install new chain link and top rail
- 4 60' okay 4' high
- 5 70' okay 4' high
- 6 50' All new everything to corner of shed
- 7 5' new chain link between vinyl fence and shed
- 8 Keep the double gate. Keep locked as service gate. Install new 4' wide single gate with NYS pool Code hardware as main entrance and exit.
- 9 Add new single gate for pedestrian access from school to pool entrance

Installation: Spring 2021. Oneonta fence will remove all of the old pipe wire and chain link except for the fence behind the shed which now falls outside of the perimeter.

**Installed Price: \$6800**

**Call me anytime with questions.**

**Steve Hiscox  
Owner**

# CEDARWOOD ENVIRONMENTAL SERVICES

8-12 Dietz Street, Suite 303, Oneonta NY 13820 • Phone 607-441-3246 • FAX 607-441-3251

**TOWN OF ANDES, NY  
TOWN BOARD MEETING  
REPORT BY CEDARWOOD ENVIRONMENTAL SERVICES  
November 9, 2020**

**1. Water System**

Daily usage of treated water from the water system averaged 17,400 gallons per day for the month of October 2020.

**2. Plant Purchases**

**3. O&M**

Changed some filters in October 2020.

**4. Equipment**

**5. Distribution System**

Repaired water line and replaced old lead line under Main St. that provides water to 40 Lee Lane. Work was done by Delaware Bulldozing at a cost of \$20,679.84.

**6. Library Well**

Ran well on October 8, 2020.

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**TOWN OF ANDES, NY  
TOWN BOARD MEETING  
REPORT BY CEDARWOOD ENVIRONMENTAL SERVICES  
December 4, 2020**

**1. Water System**

Daily usage of treated water from the water system averaged 17,900 gallons per day for the month of November 2020.

**2. Plant Purchases**

**3. O&M**

Changed some filters in November 2020.

**4. Equipment**

**5. Distribution System**

Replaced Corp Stop Valve at 192 Delaware Ave. Work was done by Delaware Bulldozing at a cost of \$1533.05

**6. Library Well**

Ran well on November 19, 2020.

# CEDARWOOD ENVIRONMENTAL SERVICES

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**TOWN OF ANDES, NY  
TOWN BOARD MEETING  
REPORT BY CEDARWOOD ENVIRONMENTAL SERVICES  
November 9, 2020**

**1. WWTP Plant**

Plant effluent flow averaged 43,000 gallons per day for the month of October 2020..

**2. SPDES Compliance/NYSDEC, NYCDEP**

The plant discharges treated effluent to the Tremper Kill Brook. The WWTP was in compliance for the month of October 2020.

**3. Collection System.**

Delaware Bulldozing repaired leak in sewer lateral at 103 Main St.at a cost of \$6,279.64.

**4. Plant Purchases.**

**5. Plant O&M**

All running well.

**6. Plant Equipment**

**7. Gladstone Hollow Septic System**

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**TOWN OF ANDES, NY  
TOWN BOARD MEETING  
REPORT BY CEDARWOOD ENVIRONMENTAL SERVICES  
December 4, 2020**

**1. WWTP Plant**

Plant effluent flow averaged 37,000 gallons per day for the month of November 2020.

**2. SPDES Compliance/NYSDEC, NYCDEP**

The plant discharges treated effluent to the Tremper Kill Brook. The WWTP was in compliance for the month of November 2020.

**3. Collection System.**

**4. Plant Purchases.**

**5. Plant O&M**

All running well.

**6. Plant Equipment**

**7. Gladstone Hollow Septic System**