

## **REGULAR MEETING, TOWN OF MOUNT HOPE, FEBRUARY 14, 2011**

The **regular meeting** of the Town Board of the Town of Mount Hope was held at Town Hall on **February 14, 2011** at 7:30pm with the following present: Supervisor William Novak, Councilman Michael Bell, Councilman Greg Stiles, Councilwoman Kathy Russo (7:40 PM), Councilman Ed Fairweather and Town Clerk Kathleen Myers.

**OTHERS PRESENT:** D. Hassenmayer/Highway Supt., Chief Rickard, T. Damiani, D. Loeven, I. Stiles, T. Gilmore, L. Fairweather, J. Myers, W. Rebman, J. Litow, O. Pierson, J. DeWinter/ Engineer, Z. Kelson/Attorney.

### **7:15 PM – Public Informational Meeting re: MS4 Annual Report Forms:**

Supervisor Novak called the informational meeting to order re: MS4 Annual report forms. Town Clerk has the legal notice if anyone wants her to read it. Jim DeWinter was introduced. He explained the six minimum control measures for the stormwater management plan as follows: 1- public education & outreach, 2 – public participation & involvement, 3 – Illicit discharge detection & elimination, 4 – construction site run-off control, 5 – post-construction runoff control, 6 – pollution prevention & good housekeeping. Basically the town engineer, planning board, zoning board, building department and highway department share responsibility for administering and enforcing the stormwater law and plan. 7:30 PM Supervisor closed the informational hearing.

Following the Pledge of Allegiance, Supervisor Novak called the meeting to order at 7:30pm.

### **ACCEPTANCE OF PRIOR MEETING MINUTES:**

**MOTION** by Mr. Stiles seconded by Mr. Bell that the minutes of the 1-24-11 meeting as submitted are approved. All in favor – Bell, Stiles, Novak, Fairweather. Carried.

### **CORRESPONDENCE:**

1. Letter of interest re: BAR vacancy from Wayne Melton
2. Zoning Board Minutes 1/20/2011
3. Otisville Fire Dept. monthly report January 2011
4. Highway 284 Agreement
5. Supervisor's report for Jan. 2011
6. MS4 Plan
7. Police Dept. 2010 Annual Report
8. Girl Scout community service day 5-21-11 at Camp Birch Ridge

### **COMMITTEE REPORTS:**

#### **POLICE DEPARTMENT:**

Chief Rickard spoke re: the 2010 Annual report - they will be putting it on the website. The goals and objectives were posted in the building and handed out. Supervisor Novak complimented Chief Rickard on both reports. The Chief requested executive session for personnel matter.

**HIGHWAY DEPARTMENT:**

Mr. Hassenmayer reported that the campground in Deer Park was bought by KOA and they asked permission to post signs on 2 town roads. He spoke re: the Highway 284 Agreement. It is a formality that the Town Clerk informed him of through another town clerk. The guys are enjoying the weather reprieve. There should be enough sand/salt in the barn to get us through the rest of the winter.

**PERMISSION FOR ROAD SIGNS FOR K.O.A.:**

**MOTION** by Mr. Fairweather seconded by Mr. Bell to allow the K.O.A. to post up to 6 signs at their expense on two town road intersections: Shale Drive & Guymard Tpk. and Guymard Tpk. and Mountain Road.

All in favor – Bell, Stiles, Novak, Fairweather. Carried.

**VILLAGE OF OTISVILLE:**

Ms. Loeven spoke re: traffic complaint (Mount Hope Avenue/Devan's Drive); requested a copy of the police annual report (Chief Rickard had an extra one); notified the board that Mr. Melton serves on the Village Planning Board.

**PLANNING BOARD:**

Meeting is next week; one on the agenda, not Falanga – per Mr. Gilmore.

**HIDDEN VALLEY:**

No report.

**RESOLUTION TO ADOPT THE TOWN OF MOUNT HOPE STORMWATER MANAGEMENT PLAN:**

**MOTION** by Mr. Bell seconded by Mr. Stiles to adopt the Town of Mount Hope Stormwater Management Plan as presented by the Town Engineer. (see attached) All in favor – Bell, Stiles, Novak, Fairweather. Carried.

**RESOLUTION TO APPOINT WAYNE MELTON TO THE BOARD OF ASSESSMENT REVIEW:**

**MOTION** by Mr. Bell seconded by Mr. Fairweather to appoint Wayne Melton to the Board of Assessment Review to fill the vacancy created by Linda Franck's resignation; term to expire 9-30-2012. All in favor – Bell, Stiles, Novak, Fairweather. Carried.

Mr. Fairweather would like a letter to be sent to Linda Franck thanking her for her service to that board.

\*\*7:40pm Mrs. Russo entered. She apologized for being late.

**RESOLUTION TO ACCEPT THE SUPERVISOR'S REPORT:**

**MOTION** by Mr. Fairweather seconded by Mr. Bell to accept the Supervisor's report for January 2011 as submitted. All in favor – Bell, Stiles, Novak, Russo, Fairweather. Carried.

**AGREEMENT FOR THE EXPENDITURE OF HIGHWAY MONEYS – HIGHWAY 284 AGREEMENT:**

**MOTION** by Mr. Bell seconded by Mr. Fairweather to approve the Agreement For the Expenditure of Highway Moneys – Highway 284 Agreement as submitted. (See end of minutes for complete resolution) All in favor – Bell, Stiles, Novak, Russo, Fairweather. Carried.

**RESOLUTION TO APPOINT MATTHEW BYRNE AS THE DEPUTY POLICE CHIEF A:**

**MOTION** by Mr. Stiles seconded by Mr. Bell to appoint Matthew Byrne as the Deputy Chief A; at the same salary as the Lieutenant. Duties will be the same as the Lieutenant. All in favor – Bell, Stiles, Novak, Russo, Fairweather. Carried.

**APPROVAL OF POLICE PURSUIT POLICY:**

**MOTION** by Mr. Fairweather seconded by Mrs. Russo to accept the Police Pursuit Policy as submitted. All in favor – Bell, Stiles, Novak, Russo, Fairweather. Carried.

**APPROVAL FOR ATTENDANCE AT RECORDS RETENTION CLASS FOR TOWN CLERK AND DEPUTY TOWN CLERK:**

**MOTION** by Mr. Stiles seconded by Mr. Fairweather for the Town Clerk and Deputy Town Clerk to attend a seminar for Records Retention & Destruction on April 13 at the Holiday Inn in Middletown. Cost is \$149.00 per person. All in favor – Bell, Stiles, Novak, Russo, Fairweather. Carried.

**APPROVAL FOR ATTENDANCE AT HUDSON VALLEY CODE ENFORCEMENT OFFICIALS EDUCATIONAL CONFERENCE:**

**MOTION** by Mr. Fairweather seconded by Mr. Bell for Al Dodd to attend the HV CODE ENFORCEMENT OFFICIALS EDUCATIONAL CONFERENCE April 20-21-22 in Poughkeepsie, NY – registration fee is \$285.00. All in favor – Bell, Stiles, Novak, Russo, Fairweather. Carried.

**PUBLIC PARTICIPATION:**

J. Myers spoke re: wetland occurring due to stormwater run-off on My Valley Drive property.

**RESOLUTION TO ENTER INTO EXECUTIVE SESSION:**

**MOTION** by Mr. Fairweather seconded by Mrs. Russo to enter into executive session at 7:52pm to discuss a particular police personnel matter. All in favor – Bell, Stiles, Novak, Russo, Fairweather. Carried.

**RESOLUTION TO RECONVENE REGULAR SESSION:**

**MOTION** by Mr. Stiles seconded by Mrs. Russo to reconvene regular session at 8:15pm. There was no action taken at this executive session. All in favor – Bell, Stiles, Novak, Russo, Fairweather. Carried.

**REGULAR MEETING, TOWN OF MOUNT HOPE, FEBRUARY 14, 2011**

**AUDIT OF CLAIMS:**

**MOTION** by Mr. Fairweather seconded by Mr. Stiles to approve the following bills:

<b>GENERAL A:</b>	<b>#64-115</b>	<b>\$ 44296.53</b>
<b>GENERAL B:</b>	<b>#10-19</b>	<b>\$ 3245.96</b>
<b>HIGHWAY:</b>	<b>#10-27</b>	<b>\$ 39807.19</b>
<b>SEWER:</b>	<b>#10-13</b>	<b>\$ 4487.19</b>
<b>LIBRARY:</b>	<b>#1</b>	<b>\$ 1773.79</b>
<b>HOWELLS FIRE FUND:</b>	<b>#1</b>	<b>\$186283.57.</b>

**All in favor – Bell, Stiles, Novak, Russo, Fairweather. Carried.**

**ADJOURNMENT:**

**MOTION** by Mr. Stiles seconded by Mr. Bell to adjourn the meeting at 8:15 pm. **All in favor – Bell, Stiles, Novak, Russo, Fairweather. Carried.**

**The next meeting is scheduled for February 28, 2011 at 7:30pm.**

Respectfully submitted,



Kathleen A. Myers  
Town Clerk

## AGREEMENT FOR THE EXPENDITURE OF HIGHWAY MONEYS

Agreement between the Town Superintendent of the Town of Mount Hope, Orange County, New York, and the undersigned members of the Town Board. Pursuant to the provisions of Section 284 of the Highway Law, we agree that moneys levied and collected in the Town for the repair and improvement of highways, and received from the State for State Aid for the repair and improvement of highways, shall be expended as follows:

1. GENERAL REPAIRS. The sum of \$ 292,170.00 shall be set aside to be expended for primary work and general repairs upon approximately 5 miles of town highways, including sluices, culverts and bridges having a span of less than five feet and boardwalks or the renewals thereof.
2. PERMANENT IMPROVEMENTS. The following sums shall be set aside to be expended for the permanent improvement of Town highways:
  - (a) On the road commencing at White Bridge Rd. for the Entire Length, a distance of 1.58 miles, there shall be expended not over the sum of Budgeted Amount Above.  
Type New Surface Width of traveled surface 20'  
Thickness 1 1/2" Sub base Existing
  - (b) On the road commencing at Shoddy Hollow Rd for the Entire Length, a distance of .73 miles, there shall be expended not over the sum of Budgeted Amount Above.  
Type New Surface Width of traveled surface 20'  
Thickness 1 1/2" Sub base Existing
  - (c) On the road commencing at Murray Rd. for the Entire Length, a distance of .96 miles, there shall be expended not over the sum of Budgeted Amount Above.  
Type Oil/Chip Width of traveled surface 22'  
Thickness 3/8 Sub base Existing
  - (d) On the road commencing at Manning Rd. for the Entire Length, a distance of .65 miles, there shall be expended not over the sum of Budgeted Amount Above.  
Type Oil/Chip Width of traveled surface 20'  
Thickness 3/8 Sub base Existing
  - (e) On the road commencing at Whitlock Rd. for the Entire Length, a distance of .84 miles, there shall be expended not over the sum of Budgeted Amount Above.  
Type Oil/Chip Width of traveled surface 20'  
Thickness 3/8 Sub base Existing

Executed in duplicate this 14 day of February, 2011.

Supervisor William Novak Jr

Board Member Michael J. Zile

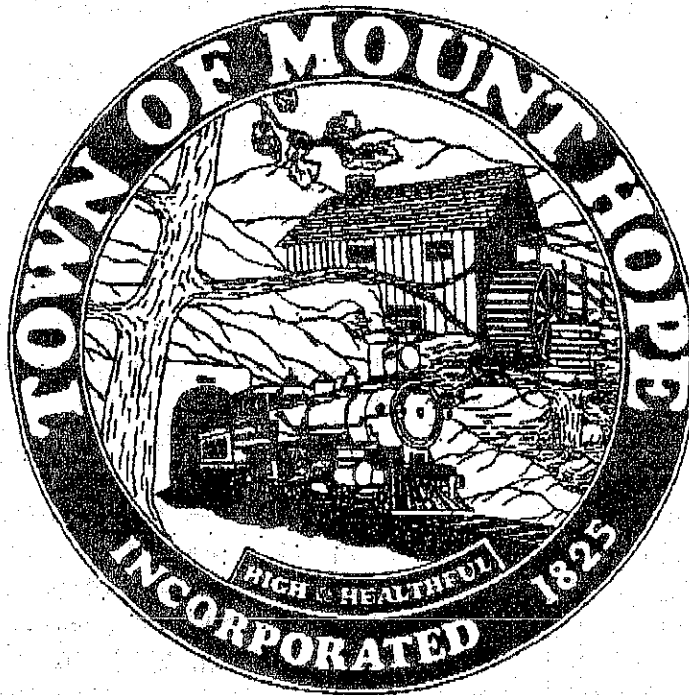
Board Member Raymond

Board Member Kathy Russo

Board Member Edward A. Fawcett

Town Superintendent [Signature]

**TOWN OF MOUNT HOPE**  
**STORMWATER MANAGEMENT PLAN**



**PREPARED BY**  
**DeWINTER ENGINEERING, P.C.**  
**PO Box 909**  
**WURTSBORO, NEW YORK**  
**2011**

## INTRODUCTION:

The Town of Mount Hope has always appreciated and understood the importance of its water resources and has been committed, through the Town's Planning Board, Building Department, and Highway Department, to preserve the water quality of the Towns streams, lakes, ponds and wetlands through implementation of its laws, regulations and general good housekeeping.

The State of New York mandated initiative, known as the Municipal Separate Storm Sewer System Program or MS4 has designated the Town of Mount Hope as one of the many MS4 municipalities throughout the state. As a designated MS4 Municipality the Town is required to prepare this Stormwater Management Plan.

The purpose of the Stormwater Management Plan is to comprehensively address how to meet the various regulations, plans, programs, and policies that effect stormwater runoff, flooding, and associated water resources and to monitor the effectiveness of the this plan goals. As the various regulations, plans, programs and policies affect the same activities, an overall plan is needed to effectively and efficiently address the requirements with long term goals, objectives and policies as outlined by the Federal Clean Water Act as administered by the New York State Department of Conservation.

The success of the Stormwater Management Plan relies in large part to the efforts of the Towns public officials and employees in their respective duties as a governing entity and municipal operation. Equally important in the success of the Stormwater Management Plan are the Town of Mount Hope's residents and business community, particularly the development and construction industry, becoming actively engaged in protecting the Towns water resources.

## STORMWATER MANAGEMENT PLAN:

### I – Minimum Control Measure I – Public Education and Outreach:

Educating the general public about the impacts of pollutants on stormwater quality is essential to establish community based support and provide the public with a better understanding of the Town's Stormwater Management Plan and its efforts to protect the Town's water resources. This can be achieved by providing information in the form of written materials, posting information on the Town's web site and by conducting educational workshops and meetings.

Various pamphlets and written material, including local laws regarding stormwater and erosion control, can be found and/or reviewed by the public at the Town Hall and at the Office of the Highway Superintendent. As this information is targeted primarily for the general public at large, it is also intended to provide information to the commercial community (particularly the building trades) conducting business within the Town of Mount Hope. Pamphlets and written material have and will continue to be made available at venues such as the "Otisville Country Fair", Otisville Elementary School and on the Town's web site.

## II - Minimum Control Measure 2 – Public Participation and Involvement:

Public participation and involvement in maintaining the quality of the Town's water resources helps to establish a working partnership between the Town and the residents of the Town of Mount Hope. It provides the opportunity for the public and private sectors to participate in stormwater related activities as well as encourage active and meaningful participation and dialog at meetings and other public gatherings.

As with all Town concerns, the public is welcome and invited at any time to provide comments, input and/or recommendations on the Stormwater Management Plan, the MS4 Annual Report and /or any other stormwater maintenance activities. Public comments and suggestions can not only be made at public meetings but are welcome by phone, email, or in person by contacting the Stormwater Management Coordinator or any other Town official, Highway Superintendent or Town Engineer.

Examples of hands on programs that the public can participate in are Town sponsored cleanup events, Adopt a Highway Program, and stenciling "Do not Pollute/Dump" on storm drains throughout the Town. The stenciling of storm drains was initially done by the Town Highway Department however maintenance and re-stenciling of storm drains by organizations interested in service projects is welcomed by the Town.

## III - Minimum Control Measure 3 – Illicit Discharge Detection & Elimination:

As the Town of Mount Hope is primarily a "bedroom" community with limited commercial properties, illicit discharges, with the exception of occasional individual sewerage disposal system failure or construction sites having a failure of their erosion control measures, has not been an issue. Illicit discharges are illegal and upon detection of such are quickly addressed and remedied.

The Town has prepared a town wide map that has indicated culverts within the previously identified MS4 area. This map will need to be periodically updated to include new stormwater management practices that have been constructed and to locate the culverts and outfall throughout the Town due to the recent expansion of the MS4 area to include the entire Township.

The Highway Department employees as part of their training routinely observe and monitor stormwater systems throughout the Town during their normal daily activities as well as report any illicit discharges found to the appropriate Town official.



#### IV - Minimum Control Measure 4 – Construction Site Runoff Control:

This Control Measure calls for the establishment, implementation and enforcement of erosion and sediment control for land development projects including adopting local laws and regulations to reduce sediment-laden runoff and other pollutants from reaching stormwater systems or from being discharged directly to natural water resources.

The Town's Zoning Law and Subdivision Regulations have been amended through Local law 1 of 2010 such that they contain regulations designed to reduce stormwater pollutants resulting from land development.

All building and land development projects are required, depending on the amount of disturbed area, to either develop an Erosion and Sediment Control Plan or prepare a Stormwater Pollution Prevention Plan (SWPPP). These plans are required to be prepared by a licensed professional engineer or other certified professional. During construction the owner and/or developer is required to retain a professional engineer or other certified professional to conduct regular documented inspections of the site to insure that all erosion and sediment control measures are in place and functioning. The owner/developer and/or contractor are also required to attend a pre-construction meeting with the Town Engineer to insure that they understand all the pollution prevention requirements.

#### V - Minimum Control Measure 5 – Post-Construction Runoff Control:

Post-construction stormwater controls as required to be included in the Erosion and Sediment Control Plan or Stormwater Pollution Prevention Plan (SWPPP) are designed to reduce the discharge of pollutants after a building or land development project has been completed.

As the rate of stormwater runoff of developed land may be significantly be greater than that of undeveloped land, permanent Stormwater Management Practices (SMP's) including ponds, wetlands, grass swales, rain gardens, and/or infiltrators must be incorporated into the project design. The primary purpose of these SMP's is to reduce the amount of stormwater discharging from the developed site and recharging the stormwater back into the ground within the developed site itself.

In the Town of Mount Hope the maintenance of the various SMB's is the responsibility of the property owner on which the SMB is located and/or a Homeowner's Association whichever is appropriate. In addition, should the need arise; the Town generally has the right but not the obligation to correct or maintain a SMP in order to protect the water resources of the Town. The cost to the Town for such work will be levied to the property owner or Homeowner's Association through their taxes.

In addition, the Highway Department personnel have been trained to be aware of and to observe the SMP's throughout the Town as they conduct their normal daily activities and to report any issues they observe to the appropriate Town official.

#### VI - Minimum Control Measure 6 – Pollution Prevention and Good Housekeeping:

This measure is meant to protect and improve the quality of stormwater discharged from municipally owned sewer systems, facilities and other operations. The Town of Mount Hope, as a designated MS4, is required to establish pollution prevention and good housekeeping policies that focus on its own infrastructure and activities. The Town Performs periodic evaluation of the various departments to evaluate and eliminate any potential stormwater pollutants.

Training is the key to Pollution Prevention and Good Housekeeping. Annual in-house training is provided to all Highway Department personnel. This in-house training provides the Highway department personnel with the various concepts of stormwater management as well as the policies to reduce pollutants by modifying normal routines, procedures and activities.

In addition to the Highway Department personnel, Planning and Zoning Board members, Building Code Enforcement Officials, Highway Superintendent and Town Engineer receive training through in-house programs and seminars offered by outside agencies such as New York State Department of Conservation and the local Soil and Water Conservation offices.

#### **SUMMARY**

In the Town of Mount Hope the Planning and Zoning Boards, Building Department, Highway Department and Town Engineer all share the responsibility for administering and enforcing the Town's Stormwater Management Laws and Plan. In order to gauge the effectiveness of the Town's Stormwater Management Plan, an Annual Report is prepared that identifies achievements and evaluates the success of meeting the Minimum Control Measures as described above. The Public is encouraged to review the Annual Report, this Stormwater Management Report, and the local laws that pertain to Stormwater Management and provide comments and/or recommendations either in person, email or in writing.

A major key to the success in stormwater management policies in the Town of Mount Hope lies outside the doors of Town Hall. Homeowners, employers and employees, business owners, developers and contractors, just to list a few, must each individually act responsibly in order to achieve and sustain a reduction in stormwater pollution.

Only through the collaborative effort of the public and private sectors of the Town of Mount Hope will the quality of the Town's water resources be maintained and hopefully improved.