#### **Town of Greenville**

# SCHEDULED TOWN BOARD MEETING AGENDA January 18, 2021 ~ 7:00 pm Regular Meeting

This meeting will be held remotely, over a phone conference call. To participate via the teleconference, please call in shortly before the meeting start time to the following number: (701) 802-5491. An access code number will be requested; please enter #3962864. When prompted, please clearly state your name.

7:00 pm Regular monthly meeting

Approval of minutes December 21, 2020 and January 4, 2021

#### **OLD BUSINESS**

- a) Rescue Squad
- b) Highway
- c) Buildings and Grounds
- d) Code Enforcement
- e) Sewer
- f) Water
- g) Recycling
- h) Assessor
- i) Planning Board
- i) Dog Control Officer
- k) Beautification Committee
- 1) Greg Davis, District #4 County Legislator

#### **NEW BUSINESS**

- a. Board discussion on proposed NYS Pandemic Policy
- b. Approve contracts for Pioneer Building Mini-Split project
- c. Matter tabled on 1/4/21: discussion on cleaning of bar screens
- d. misc

#### **OPEN MEETING**

Supervisors Report

Bill paying/ audit of bills

OFFICIAL MEETING TIMES, ONCE MOVED UPON, CAN BE FOUND IN THE MINUTES, ON THE OFFICIAL SIGNBOARD AT TOWN HALL, AND POSTED IN THE OFFICIAL TOWN NEWSPAPER AS IS REQUIRED BY TOWN LAW

#### December 21, 2020

The regular monthly meeting of the Town Board of the Town of Greenville was held on Monday, December 21, 2020, at 7:00 pm via an audio teleconference. As required for remote meetings, in full compliance with open meeting laws throughout the COVID-19 pandemic, full audio file and text transcription are available upon request.

Identified as Present for this call: Supervisor Paul Macko, Councilmen Bear, Bensen, Rauf, and Richards. Recording Secretary/Clerk-Collector Jackie Park, Attorney Tal Rappleyea and the following department heads: Highway Superintendent Mike Dudley, Maintenance Supervisor Renee Hamilton, Zoning and Code Enforcement Officer Mark Overbaugh, Water Superintendent P. Leroy Bear, and Assessor Gordon Bennett. As well, 2 guests identified themselves for this meeting and there were no unidentified callers.

Mr. Bear moved to accept the Clerk's minutes of November 16, 2020, seconded by Mr. Bensen. Carried 5 ayes

Oral and/or written reports were received from the following departments:

Greenville Rescue Squad ~ no report provided.

Highway Department ~ Superintendent Dudley provided an oral report; no motions made.

Building and Grounds ~ Oral report received from Maintenance Supervisor Hamilton; no motions made. Code Enforcement ~ Oral and written reports received from CEO Mark Overbaugh; no motions made.

Sewer ~ Supervisor Macko reported the sewer plant has met all expected parameters.

Water ~ Water Superintendent Bear offered oral and written reports. Requested approval to purchase a new meter to replace one that broke;

Mr. Richards moved, seconded by Mr. Bear, to purchase this paddle wheel style meter for \$964.93. Carried 5 ayes

Water Superintendent Bear also requested approval to replace the handheld scanner and associated command link to integrate with billing software;

Mr. Bensen moved, seconded by Mr. Rauf, to approve purchase of this handheld scanner at a cost of \$9,038.28. Carried 5 ayes

**Recycling** ~ Supervisor Macko reported they have been very busy. Recommends due to Covid that the Center continue on the limited hours of Wednesday and Saturday, 8 am - 12 noon.

Assessing Assessor Bennett provided an oral report; addressed the Greene County Legislature's decision to not change the senior or disabled income levels pertaining to exemptions for 2021. Also reported on an Executive Order from the Governor to allow municipalities to not require these seniors or disabled residents to have to refile for the upcoming year.

Mr. Bear moved, seconded by Mr. Bensen, to adopt the resolution described above; resolution attached. Carried 5 ayes

Planning Board ~ Supervisor Macko read Chair Donald Teator's written report.

**Dog Control** ~ Supervisor Macko noted the Town passed its annual shelter inspection by Ag & Markets. **Beautification Committee** ~ Supervisor Macko reported on a grant received from Iroquois Pipeline for \$10,000 to be used for the Vanderbilt Park nature trails, and offered thanks to Ms. Barbara Walter for her hard work in completing the grant.

Clerk/Tax ~ written reports provided.

Greene County Legislator Greg Davis ~ no report received.

#### New business discussed at 7:28 pm:

The annual Organizational meeting needs to be scheduled;

Mr. Bensen moved, seconded by Mr. Bear, to conduct this meeting on Monday, January 4, 2021 at 6:00 pm. Carried 5 ayes

The 2021 Columbia Greene Humane Society contract is up for annual renewal. It is unchanged from the previous contract.

Mr. Rauf moved, seconded by Mr. Bensen, to authorize Supervisor Macko to sign this 2021 contract with the Columbia Greene Humane Society.

Carried 5 ayes

Records Management Officer Jackie Park explained that the New York State Archives has developed a new retention schedule encompassing 4 previously used and distinct schedules ~ for counties, towns, miscellaneous local governments, and school districts ~ and consolidated them into one volume. This LGS-1, the Retention and Disposition Schedule for New York Local Government Records, will supersede and replace the one previously used by municipalities (the "MU-1"), and must be adopted by the end of this year.

Mr. Bensen moved, seconded by Mr. Richards, to adopt the LGS-1 Disposition Schedule; resolution attached.

Carried 5 ayes

Supervisor Macko addressed the required NYS Public Employer Health Emergency Plan which we must develop and adopt by spring 2021; Health Officer Park drafted the policy and reviewed it with Supervisor Macko. Mr. Macko requested the Board review the draft presented in their packets so, per next required step, the plan can be given to the labor representative for review and comment. For follow up at the next regular meeting on January 18, 2021.

After prior audit, Mr. Bensen moved, seconded by Mr. Bear, to pay the following bills:

Bills 441 – 481 on General abstract #12 for \$51,216.35

Bills 189 – 207 on Highway abstract #12 for \$76,806.29

Bills 117 – 127 on Sewer abstract #12 for \$22,195.11

Bills 129 - 135 on Water abstract #12 for \$16,197.29

Carried 5 ayes

After prior review, Mr. Bensen made a motion to accept the Supervisor's report for November, seconded by Mr. Bear. Carried 5 ayes

Supervisor Macko opened the meeting for public comments and questions at 7:36 pm: Resident Anita Zibura asked for follow up information from Assessor Bennett; discussion followed.

There being no further business, Mr. Macko moved to adjourn at 7:38 pm, seconded by Mr. Bensen.

, tw	Jackie Park, Town Clerk-Collector
	SUPERVISOR MACKO
 	MR. BEAR
	MR. BENSEN
	MR. RAUF
	MR. RICHARDS

#### January 4, 2021

The organizational meeting of the Town Board of the Town of Greenville was held on January 4, 2021 at 6:00 pm, via an audio teleconference. As required for remote meetings, in full compliance with open meeting laws throughout the COVID-19 pandemic, full audio file and text transcription are available upon request.

Supervisor Macko, and Councilmen Bear, Rauf and Richards, and Clerk-Collector Park, were present, as well as the following people: Attorney Tal Rappleyea, Justice Lou Kraker logged in at 6:21 pm, Code/Zoning Enforcement Officer Mark Overbaugh, Maintenance Supervisor/ Deputy Water Superintendent Renee Hamilton, Highway Superintendent Michael Dudley. No guests were in attendance and there were no unidentified callers. Councilman Bensen was absent. Supervisor Macko opened the meeting with the Pledge of Allegiance.

The 2021 Organization Resolutions were read by the Supervisor. Clarified only was one item misread as compared to the printed word; there were no issues addressed regarding these resolutions.

Mr. Bear moved to accept the 2021 Organizational Resolutions, seconded by Mr. Rauf. Carried 4 ayes, 1 absent

In other business, annually, a Resolution called Official Undertaking of Municipal Officers must be adopted. This states that elected and appointed officers will faithfully perform and discharge the duties of each office, and will promptly account for and pay over all money or property received as Town Officers, and that the Town shall maintain insurance coverage to indemnify against losses through the failure of said officers. Supervisor Macko read the resolution.

Mr. Bear moved, seconded by Mr. Rauf, to accept this resolution for Official Undertaking of Municipal Officers; attached.

Carried 4 ayes, 1 absent

The Oath of Office was given by Attorney Tal Rappleyea to Judge Kraker and Deputy Water Superintendent Hamilton.

Supervisor Macko noted discussion regarding actions addressed at the 2/20/2017 and 1/4/2016 meetings will be put on the agenda for the regular monthly January meeting.

There being no further business, motion to adjourn at 6:29 pm was made by Mr. Bear and seconded by Mr. Rauf.

SUPERVISOR MACKO

COUNCILMAN BEAR

COUNCILMAN RAUF

COUNCILMAN RICHARDS

#### **Board Meeting**

#### **Buildings and Grounds**

#### January 18, 2021

- Rounds
- Garbage
- Snow removal
- Hydrant snow removal
- Removed snowflakes
- Replace running boards 2012 Dodge
- Install floor runners
- Paint foyer, stairwell and stair case
- Cut/ brush hog at Vanderbilt park
- Remove Christmas Trees at library
- Clean up upstairs pioneer from water damage
- Replace old locks at Water treatment plants
- Illuminated corrosion and rust by Scraping and painting pipes at water treatment plant B
- Changed lightbulbs in Freehold
- Replaced fuel line at boy scout building
- Replaced and bled fuel oil filters at Library
- Replaced circulator at pioneer and bled all radiators

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#### Adirondack Environmental Services, Inc

Date: 23-Dec-20

CLIENT:

Greenville, Town of

LabWork Order: 201222019

Project:

Analysis

Town Water

PO#:

Lab SampleID:

201222019-001

Collection Date: 12/22/2020 10:45:00 AM

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Matrix: DRINKING WATER

Client Sample ID: Analyses

Walgreens

SM 9223B(-04)COLILERT

( Prep: - 12/22/2020

Result

Result

Analyst: KAH

Date Analyzed

Total Coliform Escherichia coli Negative Negative 0 0

RL Qual Units

RL Qual Units

12/22/2020 4:13:00 PM 12/22/2020 4:13:00 PM

Lab SampleID:

Analyses

201222019-002

Collection Date: 12/22/2020 10:55:00 AM

Client Sample ID: 11561 St Rt 32

Matrix: DRINKING WATER DF

SM 9223B(-04)COLILERT

( Prep: - 12/22/2020

**Total Coliform** Negative Escherichia coli Negative 0

12/22/2020 4:13:00 PM 12/22/2020 4:13:00 PM

Date Analyzed

Analyst: KAH

Supervisor Macko Town of Greenville PO Box 38 Greenville, NY 12083

RE: Water Project DWSRF # 18239 Project Coordinator / Financial Advisor/ MWBE Officer

Dear Supervisor Macko:

In accordance with our conversation, please accept this letter as further agreement between the Town of Greenville and myself as the Greenville Water Project Coordinator / Financial Advisor / MWBE Officer to assist the Town relating to its Water Project DWSRF # 18239.

Based on our discussions with respect to the scope and nature of the project and the duties set forth herein, it is estimated that my fee as Project Coordinator / Financial Advisor/ MWBE Officer shall be an amount not to exceed \$12,000 for the calendar year beginning January 1, 2021 through December 31, 2021. In the event that there are changes or unusual or unforeseen circumstances in the project, it is possible that this fee may change. In the event that such circumstances do require an adjustment, I will immediately contact you in order to fully discuss and agree upon any changes.

Marke

Thank you for your attention to this matter.

Very Truly Yours,

Nicole Ambrosio / Ambrosio Ink

AGREED AND ACCEPTED
This 1st day of January, 2021

TOWN OF GREENVILLE

Supervisor Paul Macko

Supervisor Macko Town of Greenville PO Box 38 Greenville, NY 12083

RE: Sewer Extension Project Coordinator, Town of Greenville Extension of Sewer District, Greene County, NY

Dear Supervisor Macko:

In accordance with our conversation, please accept this letter as further agreement between the Town of Greenville and myself as the Greenville Water Project Coordinator / Financial Advisor / MWBE Officer to assist the Town relating to its Sewer Extension Project #C4-7498-03-00.

Based on our discussions with respect to the scope and nature of the project and the duties set forth herein, it is estimated that my fee as Project Coordinator / Financial Advisor/ MWBE Officer shall be an amount not to exceed \$12,000 (twelve thousand dollars) for the calendar year beginning January 1, 2021 through December 31, 2021. In the event that there are changes or unusual or unforeseen circumstances in the project, it is possible that this fee may change. In the event that such circumstances do require an adjustment, I will immediately contact you in order to fully discuss and agree upon any changes.

Thank you for your attention to this matter.

Very Truly Yours,

Nicole Ambrosio / Ambrosio Ink

AGREED AND ACCEPTED
This 1st day of January 2021

TOWN OF GREENVILLE

Supervisor Paul Macko

#### Town of Greenville Planning Board

Town Hall, Pioneer Building 11159 State Route 32 Greenville, NY 12083

January 6, 2021

Meeting Agenda

7:00pm	Pledge	of	allegiance
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New Business: George Rauf – Public Hearing Subdivision 13.00-3-4 367 Spring Valley Rd

Old Business: Motion to Accept the Minutes from December 2, 2020 Meeting

Discussion:

Adjournment:

#### Town of Greenville Planning Board

PO Box 38 Greenville, NY 12083

#### December 2, 2020 Minutes

Attendees: Planning Board Members: Don Teator, Bud Bear, Ken Elsbree, Jay Goodman, and William Bardel by phone, Attorney: Tal Rappleyea by phone and PB Clerk: Hope Nugent.

Guests: 5 audience members and 3 by phone

Meeting opened by Don Teator at 7:00 pm with the Pledge of Allegiance

#### George Rauf - Subdivision - 13.00-3-4

Mr. Rauf was present tonight to present plans for a 210t subdivision of a 51 acre parcel proposal located at 367 Spring Valley Road. The second parcel would be 5.63 acres, leaving the main parcel approximately 45 acres. There is a house on the property which will stay with the large parcel. A new driveway will be put in to allow access to the house on the large parcel and the rest of the existing driveway be placed into the deed as a right away if needed. Mr. Rauf stated that his son will be building on the smaller parcel and they have already had a perk test done. Mr. Rauf also stated that the road frontage for both parcels is over the required 150. Don reviewed the location of the parcel as being in roughly the center of Spring Valley road. Don also stated that the road frontages look good and also stated that the gravel road that already exists does go over both parcels and it will need to be written into the deed as Mr. Rauf had stated.

Motion to declare Lead Agency was made by Bud Bear. Seconded by Ken Elsbree. All in favor: 5, Opposed: 0, motion carried.

Motion to set Public Hearing for 2 lot subdivision on January 6, 2021 was made by Ken Elsbree. Seconded by Bud Bear. All in favor: 5, Opposed: 0, motion carried.

#### Cypress Creek - Red Mill Solar 36.01-1-9

Ethan Winter, Doug Warden and Paul Irby were present tonight. Mr. Winter reviewed the project for those present. He stated that this will be the second project that they have done in Greenville. It is a 2 megawatt Community Solar project. The project will be done on approximately 23 acres of the 65 acre parcel. The location of the site has been hay fields for the last few years. There will be minimal clearing needed. The location will be surrounded by 8' fencing, with plantings as needed and will be maintained every month. With the fencing and the natural westerly slope of the land, Mr. Winter stated that anyone on East Red Mill Road will only be able to see the back of the panels. Mr. Winter also stated that the Town code for setbacks is 500' from residences. They have been before the ZBA for 2 variances that they are requesting as they have a property which is 340' away from the panels. They are also seeking a variance for being 150' away from the Basic Creek. Since the residence is within the 500' a new impact study will be done of the area before leaf out. Board members asked that they be given a photo rending of what the landowners would see of the panels. Also asked was that the Board

receives the actual physical measurement from the panels to the Vanucci residence, as they will be the most impacted by the project.

Mr. Winter stated that the Langan group is able to the measurements within a foot and that there are also several layers of vegetation before the panels.

Don reviewed with the Board that they had sent this project to the ZBA due to the variances that are needed, but that the ZBA has sent it back to them as they are better at looking at the environmental issues, etc... Don would like to do a walkthrough of the property where the project will be. Tal thought that would be a good idea as well. The Vanucci's, who are the homeowners with concerns, asked for a walk through as well. Mr. Winter stated that he will be a part of the walkthrough,

Don asked if there was any way to avoid the need for the variances. Mr. Winter stated that with the 2 megawatt they have proposed there is no other way to place it as there are some wetlands on the property, as well as the house. It was asked by the Board if the town engineer had looked at site yet, if any fill will be brought in, and if any revisions have been made since the original map was done in 2017 and if they were or could be marked.

A digital copy of the plans will be sent to Delaware Engineering so that they can review the project. Mr. Irby also stated that as they will be making a bio-retention pond on the property, anything they remove for that pond will stay on property so they will most likely not need to bring any fill in. Mr. Winter stated that the only changes that have been made to the original plan were the setback markers. He will get 6 new sets of plans out to the Board. Mr. Winter also asked if they could move forward with the SEQRA. Tal and Don stated that there is allot of information to digest. The Board would like to get a list of questions/concerns together for Delaware to review before proceeding. Mr. Warden asked if they could at least have Tal move forward with sending the necessary letters out to all interested agencies that the Planning Board would like to Declare Fead Agency. This would also include sending the 239 referral to the County so that they could review both the Planning Board and the ZBA.

Tal stated that the Board should set the escrow account and forward the information to Delaware Engineering. Don asked if a motion was needed for the escrow. None was needed as the process had been started in 2017 but was not signed.

Motion to allow Town Attorney, Tal Rappleyea to send out SEQRA, & 239 referrals was made by Ken Elsbree. Seconded by Bud Bear, All in favor: 5, Opposed: 0, motion carried.

Don asked about the Freehold solar site. The site has been cleared and it looks terrible. Mr. Winter stated that they are hoping to be completed by April 2021. Due to the closures since COVID 19, everyone is now playing catchup. The permit for construction was granted in August 2020. Clearway will be building and operating the site.

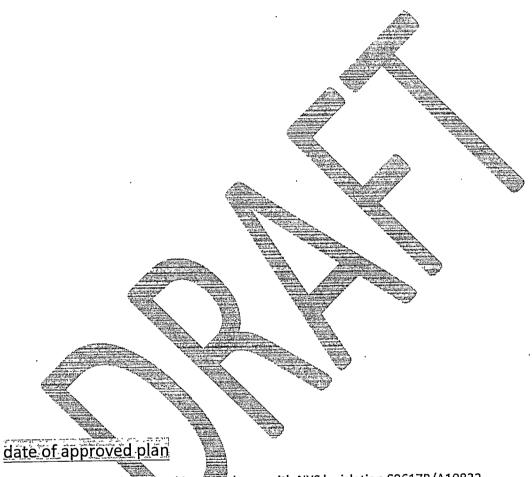
#### **Minutes**

Motion made to approve the minutes from November 4, 2020 was made by ken Elsbree. Seconded by Bud Bear. All in favor: 5, Opposed: 0, motion carried.

#### **Close Meeting**

Motion made to close the meeting at 8:20pm made by bud Bear. Seconded by Ken Elsbree. All in favor: 5, Opposed: 0, motion carried.

# Public Employer Health Emergency Plan for the Town of Greenville, Greene County, NY



This plan has been developed in accordance with NYS legislation S8617B/A10832.

#### Promulgation

This plan has been developed in accordance with the amended New York State Labor Law section 27-c and New York State Education Law paragraphs k and I of subdivision 2 of section 2801-a (as amended by section 1 of part B of chapter 56 of the laws of 2016), as applicable.

This plan has been developed with the input of Teamsters Local 294, as required by the amended New York State Labor Law.

No content of this plan is intended to impede, infringe, diminish, or impair the rights of us or our valued employees under any law, rule, regulation, or collectively negotiated agreement, or the rights and benefits which accrue to employees through collective bargaining agreements; or otherwise diminish the integrity of the existing collective bargaining relationship.

This plan has been approved in accordance with requirements applicable to the agency, jurisdiction, authority, or district, as represented by the signature of the authorized individual below.

As the authorized official of the Town of Greenville, I hereby attest that this plan has been developed, approved, and placed in full effect in accordance with S8617B/A10832 which amends New York State Labor Law section 27-c and New York State Education Law paragraphs k and Lof subdivision 2 of section 2801-a (as amended by section 1 of part B of chapter 56 of the laws of 2016), as applicable, to address public health emergency planning requirements.

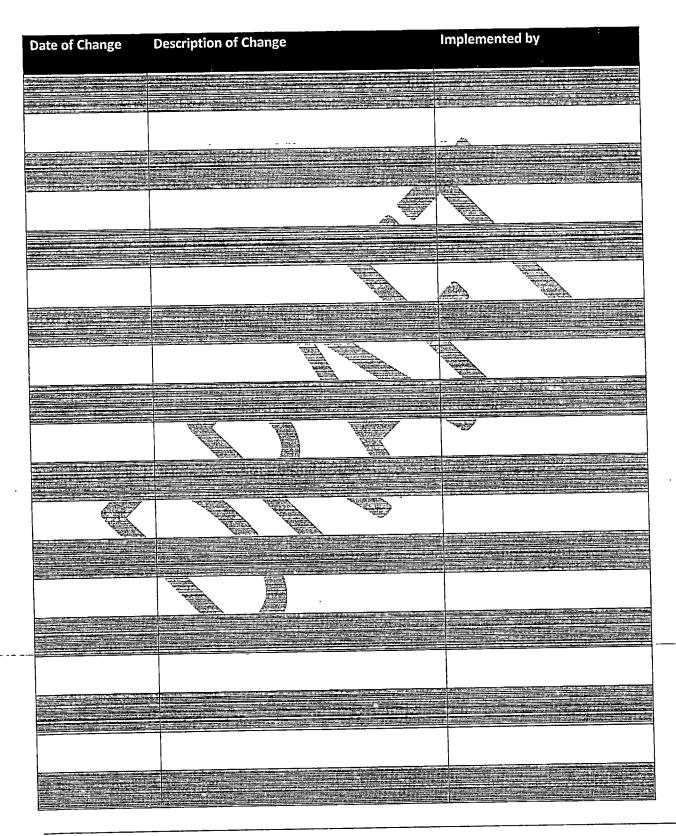
Signed on this day:

By: Paul J. Macko

Title: Town Supervisor

Signature:

#### Record of Changes



#### Table of Contents

Promulgation		•••••	1
Record of Changes		•••••	2
Purpose, Scope, Situation Overview, and Assumption	s		4
Purpose		•••••	4
Scope			
Situation Overview	and the contract of the contra		4
Planning Assumptions			4
Concept of Operations			5
Mission Essential Functions			5
Essential Positions	And a second sec	Waltington	7
Reducing Risk Through Remote Work and Staggered			7
Remote Work Protocols			8
	The state of the s	20 12 12 12 12 12 12 12 12 12 12 12 12 12	8
Staggered Shifts  Personal Protective Equipment			9
Staff Exposures, Cleaning, and Disinfection			10
Staff Exposures.		And the second s	10
Cleaning and Disinfecting		· · · · · · · · · · · · · · · · · · ·	12
Employee and Contractor Leave			
Documentation of Work Hours and Locations			
Housing for Essential Employees	The state of the s		13

#### Purpose, Scope, Situation Overview, and Assumptions

#### Purpose

This plan has been developed in accordance with the amended New York State Labor Law section 27-c and New York State Education Law paragraphs k and I of subdivision 2 of section 2801-a (as amended by section 1 of part B of chapter 56 of the laws of 2016), as applicable. These laws were amended by the passing of legislation S8617B/A10832 signed by the Governor of New York State on September 7, 2020, requires public employers to adopt a plan for operations in the event of a declared public health emergency involving a communicable disease. The plan includes the identification of essential positions, facilitation of remote work for non-essential positions, provision of personal protective equipment, and protocols for supporting contact tracing.

#### Scope

This plan was developed exclusively for and is applicable to the Town of Greenville. This plan is pertinent to any declared public health emergency in the State of New York which may impact our operations; and it is in the interest of the safety of our employees and contractors, and the continuity of our operations that we have promulgated this plan.

#### Situation Overview

On March 11, 2020 the World Health Organization declared a pandemic for the novel coronavirus which causes the COVID-19 severe acute respiratory syndrome. This plan has been developed in accordance with amended laws to support continued resilience for a continuation of the spread of this disease or for other infectious diseases which may emerge and cause a declaration of a public health emergency.

The health and safety of our employees and contractors is crucial to maintaining our mission essential operations. We encourage all employees and contractors to use <u>CDC Guidance for Keeping Workplaces</u>, <u>Schools</u>, <u>Homes, and Commercial Establishments Safe</u>. The fundamentals of reducing the spread of infection include:

- Using hand-sanitizer and washing hands with soap and water frequently, including:
  - After using the restroom.
  - o-After returning from a public outing
    - O After touching disposing of garbage
    - O After using public computers, touching public tables, and countertops, etc.
- Practice social distancing when possible
- If you are feeling ill or have a fever, notify your supervisor immediately and go home
- If you start to experience coughing or sneezing, step away from people and food, cough or sneeze into the crook of your arm or a tissue, the latter of which should be disposed of immediately
- Clean and disinfect workstations at the beginning, middle, and end of each shift
- Other guidance which may be published by the CDC, the State Department of Health, or Local or County Health Officials.

#### Planning Assumptions

This plan was developed based on information, best practices, and guidance available as of the date of publication. The plan was developed to largely reflect the circumstances of the current Coronavirus pandemic but may also be applicable to other infectious disease outbreaks.

The following assumptions have been made in the development of this plan:

- The health and safety of our employees and contractors, and their families, is of utmost importance
- The circumstances of a public health emergency may directly impact our own operations.
- Impacts of a public health emergency will take time for us to respond to, with appropriate safety measures put into place and adjustments made to operations to maximize safety
- The public and our constituency expects us to maintain a level of mission essential operations
- Resource support from other jurisdictions may be limited based upon the level of impact the public health emergency has upon them
- Supply chains, particularly those for personal protective equipment (PPE) and cleaning supplies, may be heavily impacted, resulting in considerable delays in procurement
- The operations of other entities, including the private sector (vendors, contractors, etc.), non-profit
  organizations, and other governmental agencies and services may also be impacted due to the public
  health emergency, causing delays or other disruptions in their services.
- Emergency measures and operational changes may need to be adjusted based upon the specific circumstances and impacts of the public health emergency, as well as guidance and direction from public health officials and the governor
- Per S8617B/A10832, 'essential employee' is defined as a public employee or contractor that is required to be physically present at a work site to perform their job
- Per S8617B/A10832, 'non-essential employee' is defined as a public employee or contractor that is not required to be physically present at a work site to perform their job

#### Concept of Operations

The Supervisor of the Town of Greenville, their designee, or their successor holds the authority to execute and direct the implementation of this plan. Implementation, monitoring of operations and adjustments to plan implementation may be supported by additional personnel, at the discretion of the Town Supervisor.

Upon the determination of implementing this plan, all employees and contractors of the Town of Greenville shall be notified by inter-office memo, letter attached to paycheck, USPS mail delivery, or e-mail, with details provided as possible and necessary, with additional information and updates provided on a regular basis. Any other constituency groups will be notified of pertinent operational changes by way of any of the above means as appropriate, and the policy will be posted on the Town's website. Other interested parties, such as vendors, will be notified by phone and/or email as necessary. The Town Supervisor of the Town of Greenville will maintain communications with the public and constituents as needed throughout the implementation of this plan.

The Town Supervisor of the Town of Greenville, their designee, or their successor will maintain awareness of information, direction, and guidance from public health officials and the Governor's office, directing the implementation of changes as necessary.

Upon resolution of the public health emergency, the Town Supervisor of the Town of Greenville, their designee, or their successor will direct the resumption of normal operations or operations with modifications as necessary.

#### Mission Essential Functions

When confronting events that disrupt normal operations, the Town of Greenville is committed to ensuring that essential functions will be continued even under the most challenging circumstances.

Essential functions are those functions that enable an organization to:

- 1. Maintain the safety of employees, contractors, and our constituency
- 2. Provide vital services
- 3. Provide services required by law
- 4. Sustain quality operations
- 5. Uphold the core values of the Town of Greenville

The Town of Greenville has identified as critical only those priority functions that are required or are necessary to provide vital services. During activation of this plan, all other activities may be suspended to enable the organization to concentrate on providing the critical functions and building the internal capabilities necessary to increase and eventually restore operations. Appropriate communications with employees, contractors, our constituents, and other stakeholders will be an ongoing priority.

Essential functions are prioritized according to:

- The time criticality of each essential function
- Interdependency of a one function to others
- The recovery sequence of essential functions and their vital processes

Priority 1 identifies the most essential of functions, with priority 4 identifying functions that are essential, but least among them. To note, not all essential functions must be completed on-site.

The mission essential functions for the Town of Greenville have been identified as:

Essential Function	Description	Priority ···
Information	Provides-all-hardware-and-software-for-the-town-Maintains-the-town-s-	
-Technology	computer network and back up storage of information.	
Sewer and Water	Sewer and water district services must be monitored and maintained	1
Service	for all within those districts.	and the state of the state of the state of
Registrar (Town Clerk)	Fine Registrar must be available to the Funeral Directors to process	
	death certificates and burial permits via the electronic death registry	
	system	
Code Enforcement	Provides fire inspection evaluations and other safety inspections as	1
The second secon	needed. Issues permits for necessary building projects.	
Refuse and Recycling	Allows for the disposal of household waste to maintain cleanliness.	_2
Town Clerk-Collector	Recording Secretary of every public meeting, whether by in-person	2
	meeting or electronic meeting.	
Justice Court	As is governed by NYS Unified Court System	1/2
Assessor	Compiles data/assessment/tax rolls for each property. Much can be	2
	managed off-site, electronically.	a sharas
Hown Board	Governs activities of the rown of Greenville, meetings can be held	
A children and some services of the services o	remotely	
Building Maintenance	Maintains buildings and grounds; completes necessary safety repairs	2
	and rounds, and handles snow and garbage removal as indicated.	
Highway.Department	- Maintains-safety-and-integrity-of-roadways-	
Bookkeeper/Human	Pays the monthly bills, payroll for employees, insurance maintenance	2
Resources	and employee issues.	<u> </u>

#### **Essential Positions**

Each essential function identified above requires certain positions on-site to effectively operate, some more than others. The table below identifies the positions or titles that are essential to be staffed on-site for the continued operation of each essential function. Note that while some functions and associated personnel may be essential, some of these can be conducted remotely and do not need to be identified in this section. Most require at least some time within the office weekly.

Essential Function	Essential Positions/Titles	Justification for Each
nformation	• Administered by	-Managed off-site 99% of the time. Only comes on site for
Fechnology	EdmundsGovTech	repair or replacement of technology.
Sewer Operator	Operator	Requires daily assessment and management of the plant to
•	<ul> <li>Assistant</li> </ul>	ensure function and to comply with regulations.
Water Operator	Superintendent	Requires daily assessment and management of the plant to
	- Deputy	ensure-function and to comply with regulations.
	Superintendent	
Highway Officials	<ul> <li>Superintendent</li> </ul>	Must maintain safe and clear roadways.
_	<ul> <li>Employees</li> </ul>	
Registrar	Recording of all	Law requires processing within 72-hours of a death. Much
	births, deaths,	of this can be done remotely but occasional time is
	and marriages	required in office
Code Enforcement	• Code	Required for the health, safety, and well-being of the
	Enforcement	residents. Much is done either off-site or via telephone and
	_∠Officer. →	computer. Muchical Computer Conditions Muchical Computer Conditions Muchical Computer Conditions Muchical Computer Conditions Computer Conditions Computer Conditions Computer Conditions C
Recycling/Refuse	<ul> <li>Operator</li> </ul>	Required off-site to maintain sanitary conditions. Much is
	• Perdiem	done outside.
	operator	Required to document the proceedings which occur at
Town Clerk-Collector		Town Board meetings. Most can be done remotely;
	Collector	sporadic time must be spent in the office.
	Assistant Clerk-	Sporaule must be spent in the omee.
	Collector	Required to govern; meetings can be conducted remotely
Town Board	• Supervisor	=Required-to-govern,-incedings-ear-se-come ageta,-
	Councilmen Councilmen	Necessary to maintain accurate assessment rolls. Much ca
Assessment	Assessor	be done remotely with sporadic time spent in office.
The state of the s	• Assessor's Clerk	
=Human=	Bookkeeper.	payment of monthly-bills
Resources/Bookkeep	er	- раугисистентицурно

#### Reducing Risk through Remote Work and Staggered Shifts

Through assigning certain staff to work remotely and by staggering in-office work days, we can decrease crowding and density at work sites.

#### Remote Work Protocols

Non-essential employees and contractors able to accomplish their functions remotely will be enabled to do so at the greatest extent possible. Even some employees considered essential can still primarily work from home. Working remotely requires:

- 1. Identification of staff who will work remotely
- 2. Approval and assignment of remote work by immediate Supervisor
- 3. Equipping staff for remote work, which may include:
  - a. Internet capable laptop
  - b. Necessary peripherals
  - c. Access to VPN and/or secure network drives
  - d. Access to software and databases necessary to perform their duties
  - e. A solution for telephone communications
    - i. Note that phone lines may need to be forwarded to off-site staff

BAS/Edmunds Gov Tech can enable home computers to connect into the Town network, to allow off-site use of the programs necessary to complete duties. Departments utilizing laptops can use them for work at home, instead of using a personal computer. Email for town accounts can be checked remotely. The desktop telephone can be brought home, plugged in to a jack off-site, and will reflect the number of town hall as the caller. Assignments will be directed by the Department Head; being a small town, each Department is relatively self-driven. The Justice Court is governed by NYS Office of Court Administration and will thus follow directives as given by them directly.

#### Staggered Shifts

Implementing staggered shifts may be possible for personnel performing duties which are necessary to be performed on-site but perhaps less sensitive to being accomplished only within core business hours. As possible, management will identify opportunities for staff to work outside core business hours as a strategy of limiting exposure. Regardless of changes in start and end times of shifts, the Town of Greenville will ensure that employees are provided with their typical or contracted minimum work hours per week. Staggering shifts requires:

- 1. Identification of positions for which work hours will be staggered
- 2. Approval and assignment of changed work hours

To note, Pioneer Town Hall is an old building, rather distinct in its office spaces. Most areas are separated from others. The Justice Court is on its own floor. The shared Clerk-Collector and Code Office is isolated off the foyer. The Assessor's area in in the same wing as the Bookkeeper's office, but each has their own space. The Supervisor's Office abuts the Maintenance and Water Department Office, but also is its own space.-The Maintenance Supervisor is the Deputy Water Superintendent. All precautions are to be taken by Town Officials/employees; that being said, each Office can establish a designated day to work on-site in the Town Hall. i.e., Mondays - Assessor, Tuesdays - Bookkeeper, etc. The general public is not to enter into this workspace during a time when such precautions become necessary. Business is to be conducted via the telephone and computer. The mail or the drop box located on town hall property is to be used for receiving documents. Payments can be arranged to be made online, as the tax collection process is done, if helpful. This would include payments for water and sewer rents, building permits, dog licenses, certified copies, etc.

#### Personal Protective Equipment

The use of personal protective equipment (PPE) to reduce the spread of infectious disease is important to supporting the health and safety of our employees and contractors. PPE which may be needed can include:

- Masks
- Face shields
- Gloves
- Disposable gowns and aprons

Note that while cleaning supplies are not PPE, there is a related need for cleaning supplies used to sanitize surfaces, as well as hand soap and hand sanitizer. The Coronavirus pandemic demonstrated that supply chains were not able to keep up with increased demand for these products early in the pandemic. As such, we are including these supplies in this section as they are pertinent to protecting the health and safety of our employees and contractors.

Protocols for providing PPE include the following:

- 1. Identification of need for PPE based upon job duties and work location
- 2. Procurement of PPE
  - a. As specified in the amended law, public employers must be able to provide at least two pieces of each required type of PPE-to each essential employee and contractor during any given work shift for at least six months
  - b. Public employers must be able to mitigate supply chain discuptions to meet this requirement
- 3. Storage of, access to, and monitoring of PPE stock
  - a. PPE must be stored in a manner which will prevent degradation
  - b. Employees and contractors must have immediate access to PPE in the event of an emergency
  - c. The supply of PPE must be monitored to ensure integrity and to track usage rates

Our supply comes from the following sources: Grainger, local retail stores, Greene County Emergency Services.

We have approximately 30 employees which require daily masks, 2 who require gloves, and 2 who require reusable face shields.

Reusable/washable masks have been provided to each employee; each individual will be responsible for their own masks. The current supply obtained will last over 6 months. That being noted, additionally having an available disposable supply of 3 months of PPE and cleaning supplies means a base of approximately 10 boxes of masks, 4 boxes of gloves, 2 gallons of concentrated hand sanitizer and 4, 32 ounce bottles of ready to use hand sanitizer, 10 packages of cleaning wipes and/or spray bottle cleaners with paper towels must be secured up front. As the supplies diminish, they must be replenished regularly to ensure an adequate supply as is needed.

The Maintenance Supervisor will be tasked with ensuring this supply of said PPE. The task of securing these supplies can be delegated to an employee. All are stored in a cool and dry area: conference room at Town Hall, recycling building at the recycling center, Highway Garage office, the office at the Sewer Plant and at the Water Plant are acceptable storage sites. Excess may be kept at Town Hall with the off-sites being resupplied as needed.

Cleaning supplies will also be monitored and kept up by the Maintenance Supervisor; the purchase of these supplies, as well, can be delegated to an employee but the responsibility for all lies with the designated individual, in this case, the Department Supervisor.

#### Staff Exposures, Cleaning, and Disinfection

#### Staff Exposures

Staff exposures are organized under several categories based upon the type of exposure and presence of symptoms. Following CDC guidelines, we have established the following protocols:

- A. If employees or contractors are exposed to a known case of communicable disease that is the subject of the public health emergency (defined as a 'close contact' with someone who is confirmed infected, which is a prolonged presence within six feet with that person).
  - Potentially exposed employees or contractors who do not have symptoms should remain at home or in a comparable setting and practice social distancing for the lesses of 14 days or other current CDC/public health guidance for the communicable disease in question.
    - a. As possible, these employees will be permitted to work remotely during this period of time if they are not ill.
    - b. Should an exposure occur, the Health Officer for the Town of Greenville must be notified and, with the support of the governing body (Town Board), is charged with ensuring these protocols are followed.
    - c. See the section titled Documentation of Work Hours and Locations for additional information on contact tracing
  - 2. CDC guidelines for COVID-19 provide that critical essential employees may be permitted to continue work following potential exposure, provided they remain symptom-free and additional precautions are taken to protect them, other employees and contractors, and our constituency/public.
    - a. Additional precautions will include the requirement of the subject employee or contractor, as well as others working in their proximity, to wear appropriate PPE at all times to limit the potential of transmission.
    - b. In-person interactions with the subject employee or contractor will be limited as much as possible.
    - c. Work areas in which the subject employee or contractor are present will be disinfected according to current CDC/public health protocol at least every hour, as practical. See the section on Cleaning and Disinfection for additional information on that subject.
    - d. If at any time they exhibit symptoms, refer to item B below.
    - e. Should an exposure occur, the Health Officer for the Town of Greenville must be notified and, with the support of the governing body (Town Board), is charged with ensuring these protocols are followed.
- B. If an employee or contractor exhibits symptoms of the communicable disease that is the subject of the public health emergency:
  - Employees and contractors who exhibit symptoms in the workplace should be immediately separated from other employees, customers, and visitors. They should immediately be sent home with a recommendation to contact their physician.

- 2. Employees and contractors who exhibit symptoms outside of work should notify their supervisor and stay home, with a recommendation to contact their physician.
- 3. Employees should not return to work until they have met the criteria to discontinue home isolation per CDC/public health guidance and have consulted with a healthcare provider.
- 4. The Town of Greenville will not require sick employees to provide a negative test result for the disease in question or healthcare provider's note to validate their illness, qualify for sick leave, or return to work; unless there is a recommendation from the CDC/public health officials to do so.
- 5. CDC criteria for COVID-19 provides that persons exhibiting symptoms may return to work if at least 24 hours have passed since the last instance of fever without the use of fever-reducing medications. If the disease in question is other than COVID-19, CDC and other public guidance shall be referenced.
- 6. Should symptoms occur, the Health Officer for the Town of Greenville must be notified and, with the support of the governing body (Town Board), is charged with ensuring these protocols are followed.
- C. If an employee or contractor has tested positive for the communicable disease that is the subject of the public health emergency:
  - 1. Apply the steps identified in item B, above, as applicable.
  - 2. Areas occupied for prolonged periods of time by the subject employee or contractor will be closed off.
    - a. CDC guidance for COVID-19 indicates that a period of 24 hours is ideally given before cleaning, disinfecting, and reoccupation of those spaces will take place. If this time period is not possible, a period of as long as possible will be given. CDC/public health guidance for the disease in question will be followed.
    - b. Any common areas entered, surfaces touched, or equipment used shall be cleaned and disinfected immediately.
      - See the section on Cleaning and Disinfection for additional information on that subject.
  - 3. Identification of potential employee and contractor exposures will be conducted
    - a. If an employee or contractor is confirmed to have the disease in question, the Health Officer or their designee should inform all contacts of their possible exposure. Confidentiality shall be maintained as required by the Americans with Disabilities Act (ADA).
    - b. Apply the steps identified in item A, above, as applicable, for all potentially exposed personnel.
  - 4. Should an exposure occur, the Health Officer for the Town of Greenville must be notified and, with the support of the governing body (Town Board), is charged with ensuring these protocols are followed.

We recognize there may be nuances or complexities associated with potential exposures, close contacts, symptomatic persons, and those testing positive. We will follow CDC/public health recommendations and requirements and coordinate with our local public health office for additional guidance and support as needed. The local public health office, Greene County Department of Public Health, may take charge of any situation as they deem necessary.

#### Cleaning and Disinfecting

CDC/public health guidelines will be followed for cleaning and disinfection of surfaces/areas. Note that during a public health emergency when these restrictions are in place, the worksite will not be accessible to the public and the Town Officials will be limited in their time spent in-office. Present guidance for routine cleaning during a public health emergency includes:

- 1. Employees and contractors will clean their own workspaces at a minimum, at the beginning and end of their shifts on-site.
  - a. High traffic/high touch areas and areas which are accessible to the public/constituents will be disinfected at least hourly.
  - b. The Maintenance Supervisor will delegate responsibility for cleaning the common areas, including frequency of cleaning and documentation that it has been done as expected, based upon the foot traffic.
- 2. Staff tasked with cleaning and disinfecting areas will be issued and required to wear PPE appropriate to the task.
- 3. Soiled surfaces will be cleaned with soap and water before being disinfected.
- 4. Surfaces will be disinfected with products that meet EPA criteria for use against the virus in question and which are appropriate for that surface.
- 5. Staff will follow instructions of cleaning products to ensure safe and effective use of the products.
- 6. Should direct exposure be identified in Town of Greenville municipal sites, a commercial cleaning/disinfecting professional will be brought in.

#### Employee and Contractor Leave

Public health emergencies are extenuating and unanticipated circumstances in which the Town of Greenville is committed to reducing the burden on our employees and contractors. The Families First Coronavirus Response Act provided requirements related to the COVID-19 pandemic, which form the policies outlined below. This policy may be altered based upon changes in law or regulation, as applicable.

It is our policy that employees of the Town of Greenville will not be charged with leave time for testing. Employees will be provided with up to two weeks (80 hours) of paid sick leave at the employee's regular rate of pay for a period which the employee's unable to work due to quarantine (in accordance with federal, state, or local orders or advice of a healthcare provider), and/or experiencing symptoms and seeking medical diagnosis.

Further, the Town of Greenville will provide up to two weeks (80 hours) of paid sick leave at two-thirds the employee's regular rate of pay if the employee is unable to work because of a bona fide need to care for an individual subject to quarantine (pursuant to federal, state, or local orders or advice of a healthcare provider), or to care for a child (under 18 years of age) whose school or child care provider is closed or unavailable for reasons related to the public health emergency, and/or the employee is experiencing a substantially similar condition as specified by the CDC/public health officials. This provision may be modified if an employee is able to effectively work remotely and the need exists for them to do so. This guideline should be coordinated with the FMLA, NY's Paid Family Leave, and any benefits they may provide. For review with Broker Erin Nevins.

Additionally, The Town of Greenville will provide up to an additional 10 weeks of paid expanded family and medical leave at two-thirds of the employee's regular rate of pay where an employee, who has been employed for at least 30 calendar days by the Town of Greenville, is unable to work due to a bona fide need for leave to care for a child whose school or child care provider is closed or unavailable for reasons related to the public

health emergency. This provision may be modified if an employee is able to effectively work remotely and the need exists for them to do so.

Additional provisions may be enacted based upon need and the guidance and requirements in place by federal and state employment laws, FMLA, executive orders, and other potential sources.

Contractors, either independent or affiliated with a contracted firm, are not classified as employees of the Town of Greenville, and as such are not provided with paid leave time by the Town of Greenville, unless required by law.

#### Documentation of Work Hours and Locations

In a public health emergency, it may be necessary to document work hours and locations of each employee and contractor to support contact tracing efforts. Identification of <u>locations shall</u> include on-site work, off-site visits. This information may be used by the Town of Greenville to support contact tracing within the organization and may be shared with local public health officials.

Employees conducting town business will be expected to document their hours and locations where they have been for the purpose of contact tracing. Hand-written logs; use of a smartphone app; or other identified and approved means are a sufficient way of fulfilling documentation needed for contact tracing. Should an exposure be identified, this list of potential exposures will be provided to the Town of Greenville Health Officer or her designee.

#### Housing for Essential Employees

There are circumstances within a public health emergency when it may be prudent to have essential employees, who cannot work remotely and who are otherwise exposed to another family member infected, to be lodged in such a manner which will help prevent the spread of the subject communicable disease to protect these employees from potential exposures and thus help to ensure their health and safety and the continuity of the Town of Greenville's essential operations.

If such a need arises, the Town of Greenville will coordinate with the Greene County Office of Emergency Management to help identify and arrange for these housing needs. The Town Supervisor will assist in coordination if necessary.

#### NYS Public Employer Health Emergency Planning Template

This template has been provided free of charge by Emergency Preparedness Solutions, LLC for use only by public employers in New York State to meet the requirements of legislation (S8617B/A10832) signed into law by the Governor on September 7, 2020. Emergency Preparedness Solutions, LLC shall be held harmless for the use of this template, inclusive of any errors or omissions herein, as well as any information entered by third parties. It is the responsibility of public employers to ensure that plans developed using this template meet the requirements of the aforementioned legislation.

If you wish to engage Emergency Preparedness Solutions for support in developing this plan or for other emergency preparedness activities, please visit our website at www.epsllc.biz for additional information.

#### **Template Instructions:**

- Provide a draft of the plan to applicable labor representatives for review and comment in accordance with S8617B/A10832
- Respond to labor union comments in Writing in accordance with S8617B/A10832
- Remove the DRAFT watermark (Design/Watermark/Remove Watermark)
- Publish the final plan in accordance with \$8617B/A100

#### February 20, 2017

The regular monthly meeting of the Town Board of the Town of Greenville was held on Monday, February 20, 2017, at 7:00 pm at Pioneer Hall.

Present: Supervisor Paul Macko

Councilman John Bensen Councilman Greg Davis Councilman Kenneth Stern

Recording Secretary: Clerk-Collector Jackie Park

Attorney for the Town: Tal Rappleyea

Department Heads Present: Maintenance and Water Superintendent P. Leroy Bear

Other: Engineers Alan Tavenner & Travis Smigel

Greenville Rescue Squad Chief Brian Tumey

and 7 guests

Absent: Councilman Bear

Supervisor Macko opened the meeting with the Pledge of Allegiance.

The audit of bills began, followed by the regular meeting at 7:30 pm. Mr. Davis moved to accept the Clerk's minutes of January 16, 2017, seconded by Mr. Stern, with the following change made:

Maintenance Supervisor P. Leroy Bear addressed maintenance of the Hill Street station. This new station utilizes a bar screen located 13 feet below floor level, which requires daily clearing. Joe Myers was going to charge \$5,000 to manage this responsibility; Mr. Macko recommended doing this work in-house'. For safety reasons, it is a 2 person job. Mr. Leroy Bear says that he and Ms. Hamilton can do this work for \$4,000.

Mr. Stern moved, seconded by Mr. R. Bear, to have Mr. L. Bear and Ms. Hamilton manage the Hill Street station, and compensate \$4,000 (each payable quarterly at \$520 per person) Carried 4 aye, 1 absent

The area struck out, above, changed to: Mr. Davis moved, seconded by Mr. Stern, to have Mr. L. Bear and Mr. Hamilton manage the Hill Street station, and compensate \$4,160 (each payable quarterly at \$520 per person).—Carried 4 ayes

Oral and/or written reports were received from the Rescue Squad, Buildings and Grounds, Code, Clerk/Tax, Sewer and Water departments. Additionally, Engineer Travis Smigel reported on additional change orders which would be necessary. for a per-diem back up in the event one was needed. No changes for the Water Department were otherwise made. Mr. P.L. Bear also discussed concerns of tasks at the sewer plant that seemed to fall upon the Maintenance Department. Requested a stipend for employee Renee Hamilton for duties outside of what he felt belonged to Maintenance.

Mr. Bear moved, seconded by Mr. Davis, to pay a \$5.00 per hour stipend to Renee Hamilton for time spent disposing of feces-soaked wet rags at the sewer plant.

Carried 4 ayes

Salaries of hourly employees were discussed; Mr. Bear moved, seconded by Mr. Bensen, to amend a prior motion to state that effective 1/1/16, every hourly employee will receive \$0.25 per hour raise this year, with the exception of employees affected by collective bargaining.

Carried 4 ayes

Supervisor Macko discussed the need for an official undertaking, in addition to a 'blanket' undertaking, per the Association of Towns.

Mr. Bear made a motion, seconded by Mr. Bensen, to accept the attached resolution for the Official Undertaking of Municipal Officers.

Carried 4 ayes

Supervisor Macko informed the Board that the Columbia-Greene Humane Society rejected our addendum, based on the Town's Local Law #3 of 2015, for their 2016 contract. After discussion with Attorney Rappleyea, Mr. Macko will seek a shared-service opportunity by sheltering dogs with the Town of Cairo as needed.

Two contracts were received from Attorney Rappleyea for review by the Board; the first related to the retainer for representation of the Town of Greenville for 2016, and the second, as an increased estimated fee for local counsel due to unforeseen additional work required by the sewer extension project.

Mr. Bear moved, seconded by Mr. Bensen, to authorize the supervisor to sign Attorney Rappleyea's letter for further agreement in assisting the Town as necessitated by the sewer extension work.

Carried 4 ayes

Mr. Bensen moved, seconded by Mr. Davis, to authorize the supervisor to sign Attorney Rappleyea's 2016 agreement for Local Counsel services.

Carried 4 ayes

Discussion occurred regarding the safety of the public and the employees within Pioneer Town Hall. A safety plan will be developed and further discussed at the regular monthly meeting in January.

Supervisor Macko informed the Board that all indications show that 2017 will require a zero-growth budget. With that being said, Mr. Davis moved, seconded by Mr. Bensen,

#### MONTHLY STATEMENT OF SUPERVISOR

To the TOWN BOARD of the TOWN OF GREENVILLE

Pursuant to Section 119 of the Town Law, I hereby render the following detailed statement of all moneys disbursed by me, as Supervisor, during the month

December	<del></del>
DISBURSEN	ŒNTS
FUND OR ACCOUNT	AMOUNT EXPENDED
General Fund	
pay 50-53 employee benefits abstract #12	37597.87 33814.41 47018.54
	\$118,430.82
Highway Fund	
pay 50-53 employee benefits abstract #12	15468.51 59027.53 73005.44
	\$147,501.48
Library Fund	
Ambacket pay 50-53 employee benefits abstract #12	7463.39 1077.30 1861.47
	\$10,402.16
Water Fund	
pay 50~53 employee benefits abstract #12	4921.22 10538.61 11971.81
	\$27,431.64
Sewer Fund	
abstract 312	\$10,957.12
·	Į.

Dated: 19 31, 20 20 Town of Greenville Supervisor

TOTAL

\$314,723.22

#### MONTHLY STATEMENT OF SUPERVISOR

To the TOWN BOARD of the TOWN OF GREENVILLE

of December

Pursuant to Section 119 of the Town Law, I hereby render the following detailed statement of all moneys disbursed by me, as Supervisor, during the month

DIOBURESHIEN	CASH receiveds
FUND OR ACCOUNT	- AMOUNT IN THE SECOND
General Fund	
interest msc. fees mortgage tex court fees	21.07 4147.26 49141.91 1122.00
Highway Fund	
interest fuel reimbmt.	49.15 290.51
bond \$63,000.	\$339.66
Library Fund	,
interest monthly dep.	12.46 1 <del>063:23</del> /4/2.59
	\$1,025.05
Water Fund	
interest metered sales efc	3.31 1663.23 888.00
	\$2,554.54
Sewer Fund	
interest efc	8.59 800.00
	\$808.59
TOTAL	\$59,160.08

Dated: 12-31, 20 20 Faul Market
Town of Greenville Supervises

\ccount#	Account Description	Fee Description		Qty	Local Share
A 2130		Recycling		10	3,537.00
				Sub-Total:	\$3,537.00
A 2555	PERMIT FEES	Building		6	625.75
A 2000	, <u>-</u> ,,	_		Sub-Total:	\$625.75
A 2590	PERMIT FEES	Sewer		1	50.00
4 25 <del>90</del>	, E.W. , EE			Sub-Total:	\$50.00
A4055	Conservation	Conservation		2	3.25
A1255	Conservation			Sub-Total:	\$3.25
. 4 0 0 0	Registrar Fees	Certified Copies		10	100.00
A1603	Registral Fees			Sub-Total:	\$100.00
.0544	Dog Licensing	Female, Spayed		12	117.00
A2544	Dog Elcensing	Female, Unspaye	ed	1	17.00
		Male, Neutered		3	27.00
		Male, Unneutered	i	1	17.00
		Purebred License		1	50.00
	Late Fee	Late Fee	-	1	25.00
	Seniors, 65 and older	Seniors, 65 and of	older	5	-18.00
	33			Sub-Total:	\$235.00
		=	Total Local Sh	ares Remitted:	\$4,551.00
		=			37.00
Amount paid to:	NYS Ag. & Markets for spay/neuter program	***************************************		Name of the state	55.75
Amount paid to:	NYS Environmental Conservation	:		1.5	<del></del>
Total State, Cour	nty & Local Revenues: \$4,643.75		Total Non-Loc	cal Revenues:	\$92.75

Pursuant to Section 27, Sub 1, of the Town Law, I hereby certify that the foregoing is a full and true statement of all fees and monies received by me, Jackie Park, Town Clerk, Town of Greenville during the period stated above, in connection with my office, excepting only such fees and monies, the application of which are otherwise provided for by law.

		Superan	1/4/2021
Supervisor	Date	Town Clerk	Date

Account#	Account Description	Fee Description	·	Qty	Local Share
A 1255	MARRIAGE LIC.	MARRIAGE LICEN	NSE FEE	13	97.50
				Sub-Total:	\$97.50
<b>4 2130</b>	MISC. FEES	Recycling		111	40,529.00
42100		• -		Sub-Total:	\$40,529.00
A 2545	PERMIT FEES	Sign		3	75.00
7 2040	· • · · · · · · · · · · · · · · · · · ·	-		Sub-Total:	\$75.00
A 2555	PERMIT FEES	Building		77	45,666.00
4 2000	( Little ) Les	· ·		Sub-Total:	\$45,666.00
. 0500	PERMIT FEES	Sewer		13	625.00
A 2590	FERMITTEES	33.1.3.		Sub-Total:	\$625.00
	Consequetion	Conservation		60	328.63
A1255	Conservation	Corrosi valion		Sub-Total:	\$328.63
	D. vistor Face	Certified Copies		86	860.00
A1603 Re	Registrar Fees	Certifica oobica		Sub-Total:	\$860.00
	Games of Chance license	, Bell Jar Permits		1	10.00
A2530	Games of Chance license	, Dell dal 1 Cilillo		Sub-Total:	\$10.00
	D. Harrison	Exempt Dogs		1	0.00
A2544	Dog Licensing	Female, Spayed		179	1,620.00
		Female, Unspaye	ed	29	493.00
		Male, Neutered		130	1,179.00
		Male, Unneutered	i	42	714.00
		Purebred License		5	250.00
		Replacement Tag		5	0.00
	Late Fee	Late Fee	<b>5</b> -	13	350.00
	Seniors, 65 and older	Seniors, 65 and	older	79	-240.00
				Sub-Total:	\$4,366.00
A2770	MISC. FEES	Misc		11	214.00
				Sub-Total:	\$214.00
		=	Total Local Sk	nares Remitted:	\$92,771.13
	AD/O A . O Markets for annulinous progra	=	Total Coodi Ci		589.00
Amount paid to:	NYS Ag. & Markets for spay/neuter progra	am	, <u>.</u>		5,721.37
Amount paid to:	1410 Ellaholmichtal Concertation				15.00
Amount paid to:	State Comptroller for Games of Chance				
Amount paid to:	State Health Dept. for Marriage Licenses				292.50
Total State, Cour	nty & Local Revenues: \$99,389.00		Total Non-Lo	cal Revenues:	\$6,617.87

To the Supervisor:

Pursuant to Section 27, Sub 1, of the Town Law, I hereby certify that the foregoing is a full and true statement of all fees and monies received by me, Jackie Park, Town Clerk, Town of Greenville during the period stated above, in connection with my office, excepting only such fees and monies,

e application of which are otherwise provided for	r by law.	Ja Dans.	1/4/2021
Supervisor	Date	Town Clerk	Date

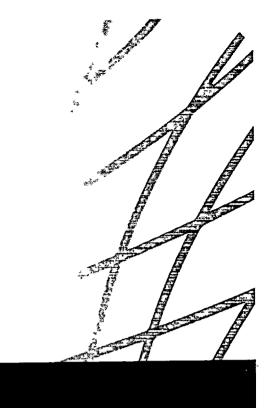
# Town of Greenville townofgreenvilleny.com

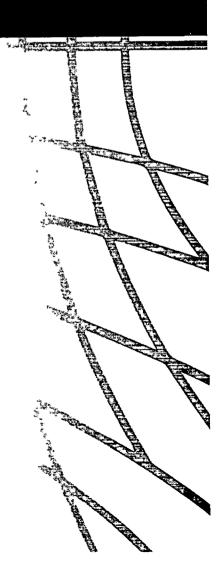


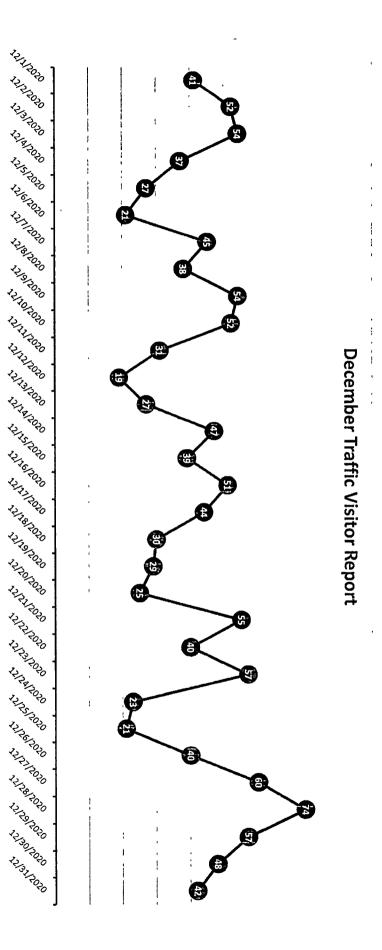
# Traffic Report by Homestead

Prepared by

**Kathode**Ray







### Greenville Local History Group Newsletter

January 2021, Issue 292

COVID #7: Rich McAneny, Flip, Audrey

Happy New Year!

Should we wish for a kinder 2021?
And, yes, you are seeing right — a
January newsletter. The last time that happened
was 31 years ago.

Thank you for your feedback about the Covid newsletters. I have enjoyed finding a few goodies as well as sharing the stories of others.

#### This Month:

Interview with Rich McAneny More of Flip's Delights Audrey—Demolition Perspective And Notes

#### An Interview with Richard McAneny Don Teator

I recently spent a couple hour-long sessions on the phone with Richard McAneny who shared some of his coming of age experiences in Greenville. Although the topics wandered a bit, I hope I have stitched together a narrative that fairly portrays Richard's love of his hometown.

Richard was born at on March 5, 1939, to Ed and Roberta (Roe) McAneny. However, soon after his birth, Richard's parents separated, got married to other people, and raised their own families. (Roberta married John Jennings, and we interviewed Roberta at the September 2013 GLHG meeting.)

Richard went into the service, married, lived in Westerlo until 2000, worked for Central Hudson for 40 years, and has spent the last twenty years in Catskill. However, it is his first twenty years that is this article's focus

At some point, age eleven or so, Richard, not comfortable with either family, moved in with his grandmother, Elsie

Olmsted Roe, until he was about 20. His vantage point of those ten years was from the center of town, next to the pond, on the site where National Bank of Coxsackie sits today. The house was torn down in the early 1960s to make way for the bank. Elsie worked at many jobs to support herself, from being the town's phone operator in her house, renting out rooms, editing the Greenville Local, and working at the movie theater across the street. The last one had some perks for Richard; about the only thing he had to buy was the fifteen cent popcorn.

Richard talked about his best friends as he was growing up: Curt Cunningham, Jim Kiley, Ken Baker, Ron and Tom Baumann, Stanley Gutkaiss. He remembered riding bikes all over the village and beyond. A favorite haunt was Shepard's Resort in the summertime, where they would swim in the pool and sell soda at the resort baseball games. They walked back to the orchard in back of the school to pick apples. And they would pick the silk off of ears of corn, make a corn cob pipe, and then smoke the corn silk, sometimes in the cemetery. One adventure is shown in the photo of



The captains of the Buccaneers of Greenville, 52 years ago, were Tom Bamann, Ken Baker, Rich McAneny, Jim Kiley and Curt Cunningham.

the S.S. Greenville, as Richard called it, with the friends setting sail on the Greenville Pond.

Another boyhood memory was riding bikes with Harold Ross to the different resorts—Baumann's, Shepard's, Breezy Knoll, Rainbow Lodge and Ingalside—on the nights each resort had their movie night.

One more boyhood memory with friends, sort of a prank for which he got in trouble, was he and friends picking up empty returnables on the back porch of Gus Baker's and then turning them in for money at Gus Baker's. Eventually, Gus got wind of that unprofitable trade,

Richard confessed to being a so-so student at GCS. His favorite elementary teacher was second grade teacher Margaret (Boomhower) Bogardus, who was an even keel teacher who never lost her temper. His favorite secondary teacher was Ralph Breakell who taught history and geography, subjects Richard liked. Mr. Breakell, Richard said, would cut some slack if he liked you. Richard did not enjoy science, especially outer space stuff.

Playing basketball in high school was a source of enjoyment. Richard started playing for varsity team as a sophomore. He told of having four different coaches for each of his four years of high school, starting with Mabee or Marquardt, then Randall, then Lamburg, and finally MacTavish, which happened to be Coach MacTavish's first year at GCS.

The Cunninghams were his closest neighbors. Carol Cunningham (m. Reed) was born a day (actually, six hours) earlier, making Carol the older neighbor as she was/is wont to remind him, Richard says. They still trade birthday cards. They graduated in 1957 and were/have been friends their entire lives. Carol was a cheerleader at GCS. In the winter. Lee would take his Jeep and, after plowing the driveway between the two houses, would go on to plow the pond when the ice was hard enough, allowing the community to enjoy ice skating. Richard remembers he and the other boys gathered wood and made a bonfire on the pond, playing Red Rover, Come

Richard remembered Elsie occasionally commenting someone must have died. Looking out the window, they would espy Ambrose Cunningham (father of Lee) coming out of the basement with two pails, dumping them into a dry well. They contained embalming fluid, Elsie let Richard know.



Neighbor Carol Cunningham, Rich McAneny, on Grandma Elsie's front yard; in background: elm trees of pond, white Corner Restaurant, brick Pioneer, shed by creek

Another wintertime memory was climbing Stevens Hill behind the Catholic Church, coasting down it on a toboggan. On a good day, they could slide all the way to Rt 81 in front of The Cabin.

As youngster, Richard remembers he and Elsie attended the Methodist Church. One memory was his Sunday School teacher Eva Bott who would teach her class outside near her car in good weather. At some point, perhaps when the Greenville Church moved to merge with the Norton Hill Church, he attended the Presbyterian Church. An odd memory he has, he says, is of Mr & Mrs Hauptmann being active in the church and having good attendance, somewhat puzzling to Richard since they were the parents of the young man who killed the minister's daughter in 1935, a shocking crime that reverberated in regional newspapers.

As for his grandmother Elsie's socializing, Richard remembered she was friends with Roy and Ethel Abrams. They lived near the corner of Ingalside Rd and Rt 81. Roy was a Ford mechanic and had been a brother-in-law to Elsie. And then there was Charlie and Eva Hoose who lived near the Scripture Bridge (across the creek from today's Lou's Automotive). Elsie liked to take trips to East Durham to George O'Neill's tavern, today the Saloon, where Elsie would enjoy a whiskey sour or two. And she liked to go to Harry's Steakhouse (Rt 23 below Point Lookout) for a drive and a whiskey sour. Elsie did not have a driver's license and thus a number of friends would offer to drive her.

I asked Richard if they ever went out to eat a meal. In Greenville, where might they go? Occasionally, they might eat at Gus Baker's or Kate & Herb Terpylwitz's Corner Restaurant or, later on, Mary's.

As for places to go for a drink in or near Greenville: Henry Sohl's The Cabin with its duck pin bowling, Gus Baker's, Stamas's bar at Happy Days, Biscupich's Better Days, Paul Dodane's bar on Rt 32 north of Shepard's, Rainbow Lodge in the summertime, Franzen's Blue Inn in Norton Hill, Elsie's Brass Rail (O'Connor, McIheny) on North Rd in Norton Hill, the small bar at A-Bar-A, Kuhn's in Freehold, and even as far afield at Bullseye (Sugarloaf) near Earlton before Brennan's.

As for memories of the hamlet's houses, Richard recalled on East Street (Rt 81 east) that Ralph Yeomans, the Greenville Local editor, lived in a back apartment of the Baumann's business building; of Gus Baker's steps being occupied by the story spinners Crow Griffin (had two taxis), Abe Lockwood, Phil Butler and Cy Story; and he would go to Bill the Barber (Neidlinger) for a haircut, which cost 25 cents a kid and 50 cents for adults. The barbershop had a candy case where Richard could buy a Milky Way for five cents.

On North Rd, there was the Perkowski house where his mother and step-dad lived for a short time. (John Jennings was the brother of Webb who, with wife Marie (sister of Richard's mother!), took boarders at House on the Hill); next to that was Wessel's Garage, a dilapidated building that had farm machinery; behind that was the Stevens feed mill and Farm Store that sold International Harvester (another farm machinery seller was Max Wood in Freehold who sold John Deere); and there was the two-story Story house that sat beside the cemetery driveway, lived in by Edna Story with children Ray, Cv. Charlotte and Margaret Story, and a grandchild Stanley Gutkaiss who was a friend of Richard. The Story house was demolished almost the same time, or before, Wessel's Garage was torn down.

Richard remembered the ping pong machine at Kate and Hugo's store; the little shop and souvenirs at the Flach Bakery; Frank Ales of the pharmacy who sold to Quackenbush when Richard was twelve years old; and Annie Gelchion, who lived in the second house on Irving Rd, who was a three star mother (three sons serving in WWII).

An eccentric memory of Richard's: his grandmother was born in 1886, the same year Geronimo died. Interesting what facts stick in our heads!

One last memory was a story, or stories, his grandmother told him, about the cross burnings on Stevens Hill (behind the Catholic Church) in the 1930s and before. (Sylvia's November 2017 meeting detailed the KKK's activities in Greene County from the 1800s through mid-twentieth century).

Of course, there is a lot more to Richard's story during his first 20 years of life, not to mention his past 60-some years. He spoke with enthusiasm that some of his early memories of Greenville might make some of us remember similar accounts. And the recorder of these notes hopes it might inspire some of you to make your own notes or account.

#### Good Ole Country Doings Flip Flach

In the last couple newsletters we reminisced about Gas Station / Garage businesses in Greenville. This month, I have a pair of related tangent topics for you to contemplate and tolerate How many remember for themselves or have heard about the common practices back in the day of garage owners "Running a Tab" for their regular customers and their "Oiling Down The Lots?" Both were acceptable ways of doing business—one as a help to many people and the other as a problem cure.

My recollections stem from my memories of, and stories from, my Grandfather Phil Schwebler and his Tydol Station/Garage of the 40's and 50's, as well as those of his successor Virgil Clow, to whom he sold the business and building to.

Running a Tab

To encourage business and rally up customers, station owners would allow regular patrons to get their gas, have their vehicles serviced and repaired, etc. when they needed it and then pay up when they could; sometimes weekly, or monthly, or even seasonally, depending on their work/financial situation. You would hear "Put that on my Tab", "Write that one down", or "I'll square up on payday" as customers would leave. My Gramps, and Virgil after him, had a thick, black Daily Journal/Ledger with hundreds of names in the "Owe/Paid" columns - not a great financial situation for them, since they were not afforded such a deal with their suppliers / creditors; but nonetheless a gesture to promote business while helping people. The vast majority were trustworthy and dependable and would conscientiously pay their bill. Of course, there were always some who would take advantage. The problem really arose when / if you sold or closed the business: Gramps later told me, that back in the 50's when he sold, and a buck was a buck, he had over two thousand dollars "on the books" that he never saw. And remember, that was when gas was 20 cents a gallon and about a hundred dollars a week was considered a very good business income! (A side-story: Gramps told me in later years that I found very interesting was that one of his most steady, as well as one with a large continuing Tab customers was George Vanderbilt. Certainly out of convenience, George himself, or one of his hired workers, would fuel his car, truck, and tractors and have Phil "write it down" to be squared up about once a month. I found that quite comical. Gramps did confirm that when he had sold the station, George had paid "his tab" in full).

As Gramps put it: "In those days, that was a regular customer's expectation and the cost of doing business if you wanted to be in the garage game." (see Note section)

Oiling Down the Lot

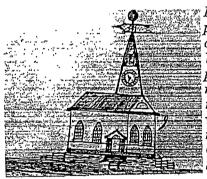
This common practice would have EnCon locking up my Gramps today. Before blacktop paving became the norm for business/ parking lots, many consisted of just hardpacked dirt. Hard-packed - how? By "oiling 'em down." My Grandfather's entire lot was dirt, even around the gas pumps. The traffic dust and/or mud mess was awful. So how did he cure it? All the waste drain oil from all the vehicles he serviced was saved in five-gallon cans. Then on a good hot day, gallon upon gallon of that black, gooey liquid was poured on and spread over the dirt yard section by section. He made his own wide, long-handled squeegee-type push trowel to smear his "black gold" coating over the lot. Most saturated in to leave a hard, shiny glaze while, especially if caught with a shower or overnight rain shortly after applying, some (and sometimes a lot) would run off to the east into a small ditch, which would of course flow its way into, YES, our very own favorite and beloved village pond creek, then traveling south and beyond. GONE. No problem, right? Out of sight / out of mind. A routine, acceptable then, seemingly with no knowledge of ill effects, a common practice that was done to many lots and driveways. Nobody thought anything of it. It packed that dirt nicely and cured the dust problem. It only took about a hundred years for anyone to finally think: "Maybe not such a good idea for our Great Earth!"

—Respectfully Submitted Flip Flach

#### Perspective - Demolition of Vanderbilt Theater **By Audrey Matott**

1980s Greenville was a transitional time for the town. Nothing made this more apparent than the physical changes that occurred right in the heart town, on Main Street. One of the most drastic historical changes to the local landscape during the 1980s was the demolition of the Vanderbilt Theater building and the construction of the Cumberland Farms convenience store in its place. The Vanderbilt Theater building stood on Main Street for over a century and many know the history of the Vanderbilt Theater: that the building had previously been a playhouse, an opera house, and an Episcopal Church. Many also recall that the building was not originally built on Main Street but had been moved there from County Route 26 after standing there for over 50 years. Others will recall that after it served as the theater, small businesses, including Napa, occupied the building during its final years.

In June 1982, when the Greenville Local reported that the theater building was to be razed in order to make way for Cumberland Farms, a brief but detailed description of the building's history was provided, as follows:

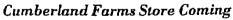


First it was the Episcopal Church, next an opera house, then the Vanderbilt Theater, a play house, then a series of stores and soon it will be no more for it will be torn down and replaced by a new Cumberland Farms Store, according to owner Lou Spinelli.

Mr. Spinelli purchased the building which was included in the purchase of Mary's Restaurant in the heart of Greenville. He reports that construction of the new Cumberland outlet will begin in the near future.

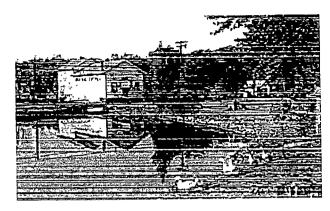
The building as it appears today and a drawing

as it appeared NUMBER 2 originally AY, JUNE 24, 1982 25 CENTS PER CUPY when it was built in Sep-





tember, 1825. The only identifying feature is the halfmoon design over the front door. Christ Church was organized as a parish and was in-



corporated and recorded in the County Clerk's office. Sept. 7, 1825 under the direction of Rev. Dr. Samuel  $\bar{Fuller}$ 

The site for the church was chosen just east of the present Pine Lake Manor resort and the Church building was dedicated on Sept. 6, 1827, by Rev. John Henry Hobart, Bishop of the State of New York.

In 1877 the Church was in an embarrassing financial situation and in 1878 a resolution was passed by the Vestry to sell the property and the old Church building. It was sold at auction on Nov. 23, 1878 and was purchased by Dr. Botsford for \$7,610.00 and moved to its present location in Greenville and became an Opera House.

As for the local reaction as reported by the Greenville Local on this happening; there was clearly an appreciation for the history of the building, but given its age and lack of public outcry, there was no clear concern for the historical preservation of a building with such a history. Furthermore, the construction and opening of the Cumberland Farms store was well covered by the Greenville Local and overall, it seemed like a welcome, modern change for the town. Cumberland Farms has been a part of Greenville for the past 38 years and to many local adults, it is as much a part of the fabric that makes up the Greenville landscape as the Vanderbilt Theater once was.

I find it fascinating to consider the many purposes the building served during its 156 year life and how that ties in with the progress that occurred during the 1980s. Whereas historically the building was refashioned many times over the years in order to repurpose it for business needs, the building was now torn down and replaced with a modernized structure. We see this throughout the 1980s with the demolition of buildings to make way for new buildings that to many local adults, seem like they are an ingrained part of the Greenville village landscape today. Buildings like the Post Office, National Bank of Coxsackie, Stewart's Shop are historically established but both occupy spaces with significant historical ties. How curious history can be through the eyes of human experience. Is history in the eye of the beholder?

#### NOTES:

Ever wonder why the newsletter is usually three pages long? Even in email times? Once upon a time, when only regular mail existed, three pages seemed to be the limit in weight before further postage was due. With fifteen people still receiving regular mail, I still use the same measure. Besides, it might be just long enough for our attention spans.

Rewriting history. The 2021 calendar cow photo is identified as sisters Clarice and Betty Elliott as the riders (told to me by Irene Elliott Williams). However, I received from Jeannie Williams, daughter-in-law of Irene (sister of the cow-riders), the following identification:

Of the image of the two Elliott sisters on the Holstein - Irene is in front and Clarice is behind her. I remember Irene telling me this when we once looked at this image. I also believe she said Ruth Elliott was the photographer of many of their early family images. —Jeannie

So, here is a case of conflicting "facts," using the same source. Thank you, Jeannie, for the info, and the rest of us will have to accommodate both versions of the truth until further developments provide a definitive answer.

from Connie Barrett: After reading all the history on Flip Flach's history of the Greenville Barbers... I just wanted to add that my Grandmother Sarah Chatterton lived across from the gas station where Joe cut hair back in the 50's next to Cunningham's Funeral Home. I used to go over to the shop, then at the gas station, to have my hair cut when I was in elementary school.... notably it was always a straight bowl cut..... I vividly remember jumping up into the barber's chair and feeling a little odd being given a hair cut in a Barbers Shop. [dt: thank you, Connie, for more local color!]

Calendar Sales: Stupendous! A Wonderful Surprise! With the last five copies gone, the 2021 GLHG Calendar is a sell-out, something I did not dream could happen, especially with no meetings to promote it. However, both GNH and Tops sold twice the normal for them. And then Quinn and Marty Kelly watched 125 change hands off their counter. Although the sharing and making of local history in calendar form is worth doing, it is also gratifying to see it a financial success. Thank you to everyone who makes possible one of our most visible endeavors for the community.

I am planning another historical oddity: a February newsletter. One feature will be more Turner table (I have to include one more account). Another might feature Dumpville (a landfill story that got squeezed out of January) and another a 1940s telephone directory (this piece has been waiting three months, always on the cutting block when space was getting tight. It might not make next time either).

Reminder: Sylvia's and Andrea's new venture — <a href="https://www.porcupinesoup.com">www.porcupinesoup.com</a> — is up and running with news and features of the Cairo, Durham, and Greenville areas.

After interviewing Richard McAneny, I read him my write-up. He remembered even more details which he and I will record via text, to be compiled in a file for future use, perhaps. For example, did you know that in Richard's early years that Hill Street was also known as Jenkins Hill, named after a black family?

Lots of local history online: Facebook pages: Greenville Local History Group (moderated by Audrey Matott), Greene County History, Cairo Historical Society, Boarding Houses Hotels and Resorts in Durham NY, and more; and on Porcupine Soup.com, try the columns: Noon-Mark, Tracing Your Roots, Oak Hill and Vicinity; and if you find others of good note, let me know.

I ran out of room on Flip's page to include a photo. So, here is a photo of a tab my father was running. I could have picked another ten businesses that utilized the same practice.

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