

EMERGENCY TOWN BOARD MEETING  
NOVEMBER 28, 2023  
ELDRED TOWN HALL

PRESENT                   SUPERVISOR HAAS  
                                  COUNCILWOMAN HAAS  
                                  COUNCILMAN BOSCH  
                                  COUNCILMAN TAMBINI

ALSO, PRESENT           Town Clerk, Susan Hoffman

Supervisor calls meeting to order – 8:15 AM

Flag Salute

Roll Call – All Council present

The reason for this emergency meeting is that this town board put out a request for qualifications at our normally scheduled board meeting on November 14, 2023 for a proposed tap award program. now the Tap Award Program is a transportation alternatives program that this town board would like to pursue moving forward on route 97 between Barryville and the Roebling Bridge. Yesterday was the final day for the RFQ's to come back. We had one submittal from our consultants Laberge. Group Incorporated out of Albany. They submitted the RFQ. We've got a long relationship with Laberge. They're totally qualified to do a project like this. You have in front of you a packet with Laberge's qualifications, past history and the scope of this project. The scope of this project is large, it's going to be the biggest award if the town receives it that the town has ever received, they're going to go for the maximum award of \$5 million dollars, which according to the specifications of the grant would be an 80/20 match by the town. That would be maximum out of pocket for the Town of Highland \$1 million, which those funds can also be used from our reserve fund or additional grants coming from other agencies. Those grants could come forward from state senator's federal government. This project is being underwritten by the federal government through the state of New York DOT. In front of you, you have all the qualifications, the understanding of the work to be done, the relevant experience of our Laberge group and a statement of qualifications. A brief history of awards that have been awarded in the area. You'll see that there's a field in Orange County, Kiryas Joel Village in Nassau as well as all the ones they've done for us, which aren't listed, and then the Village of Hempstead, and those awards are very, very large \$3 million, \$2.4 million and \$2.456 million to those to towns and there's many, many, many more. Those are just the type of awards that they've collectively done recently. I'd like to make this understanding of work to be done available at the town clerk's office to anybody that would like to look at it which shouldn't be a problem with foil or anything like that because this grant has to be written and submitted by January 9, at which time this board will have to put the grant information forward to the New York State DOT. The reason for this meeting is we have a pre application approval process that has to be submitted today. By the end of the workday today, November 28, to the New York State DOT, from our server here at the town hall. As soon as we're done with this meeting, if this resolution is approved, I will be contacting Laberge group and ask them to finish their pre application process being that they're the only ones to submit any RFQ to the town board. And then we will be moving forward rapidly, very, very rapidly, they want to have this application into the New York State DOT. Well, of

course, the pre application by the end of the day today, and then the application for the grant award by the end of the year. Typically, what happens with these grants like this with New York State DOT and this kind of a project, and it is a huge project, even by their standards, it's a huge project. Approvals take between six and ten months. This project will definitely be revisited during the course of the year. They're going to be site visits, there's going to be surveying work, there's going to be all kinds of stuff being done. If it looks like we're moving forward with the award, and Laberge will be our lead on that with the town board, you know, working closely with them along the line to make sure the project goes the way we want it to go. There will probably be committees formed by this town board in the future when it looks like we're getting close and the award may be eminent and then we'll move forward with the final preparations and then administering the grant. So that being said are there any questions for me right now that I can help you with if there's a question that's out there that I can't help you with we would have to have our consultants do that but I'm fairly well versed with what's going on here we've had several you know conversations with Laberge and they're ready to do the heavy lifting as soon as I get the phone call. If there are no questions, I will read the resolution.

**RESOLUTION #\_ OF 2023  
TOWN OF HIGHLAND  
AUTHORIZING THE SUPERVISOR  
TO ENGAGE AN ENGINEERING CONSULTANT,  
TO APPLY FOR A 2023 NYS DEPT. OF TRANSPORTATION (NYSDOT) TRANSPORTATION  
ALTERNATIVES PROGRAM (TAP) GRANT, AND  
TO COMMIT MUNICIPAL FUNDS FOR USE IN THE REQUIRED MATCH**

**WHEREAS**, the New York State Department of Transportation (NYSDOT) issued a request for applications for its 2023 Transportation Alternatives Program (TAP), with funding available to support pedestrian, bicycle, multi-use path and non-motorized transportation related projects as well as programs that support the NY State Climate leadership & Community Protection Act; and **WHEREAS**, the TAP will award competitive funding for eligible sponsors, inclusive of local governments, to design and construct infrastructure-related projects to improve non-driver safety, aid access to public transport, enhance mobility, as well as support safe routes to schools, on-road and off-road trail facilities for pedestrians, bicyclists, and non-motorized transportation users, and related community improvement and environmental mitigation activities; and **WHEREAS**, the Town of Highland seeks resources to invest in, modernize, and improve non-motorized portions of its transport infrastructure, to enable more complete streets, improved safety for all users inclusive of walkers, bicyclists, and transit users, to expand transportation choice, and generally leverage more effective and efficient movement of people and goods as well as to enhance the overall quality of community and economic development; **WHEREAS**, the Town recognizes the critical need for pedestrian and bicyclist safety along Route 97 between from Barryville to County Route 168 at the Roebling Bridge; and

**WHEREAS**, the Town intends to apply for 2023 TAP grant funding assistance toward completing this critical Route 97 Pedestrian / Bicycle Safety Improvement Project; and

**WHEREAS**, the 2023 TAP program requires a minimum 20% local match cost share;

**NOW, THEREFORE, BE IT RESOLVED**, that the Town of Highland Town Board hereby:

1. Authorizes the Town Supervisor to enter into agreement with Laberge Group for grant writing and engineering services for a 2023 Transportation Alternatives Program (TAP) grant and implementation upon grant award; and
2. Authorizes the Town Supervisor to execute and submit a 2023 Transportation Alternatives Program (TAP) grant application on behalf of the Town of Highland with the New York State Department of Transportation to be known as the Route 97 Pedestrian / Bicycle Safety Improvement Project; and
3. Authorizes the Town Board to commit all necessary financial matches and cost sharing from the Town’s General Fund that are required per applicable State policies and standards in accordance with the Town of Highland Route 97 Pedestrian / Bicycle Safety Improvement Project, and upon an award they may immediately proceed with implementation of this important and highly beneficial initiative; and
4. Hereby commits the Town Board to maintaining the new infrastructure that is implemented through this TAP grant in good working order so that it will sustainably serve public needs for complete streets and transport choice, with delivery of high quality, safe and equitable mobility for many years to come.
5. This Resolution shall be effective immediately.

MOTION BY Councilman Chris Tambini

SECONDED BY Councilman Fred Bosch

Supervisor Haas	Aye <u> X </u>	No _____
Councilman Bosch	Aye <u> X </u>	No _____
Councilman Haas	Aye <u> X </u>	No _____
Councilman Tambini	Aye <u> X </u>	No _____

The Resolution was there upon duly adopted.

I hereby certify the above resolution was adopted by the Town Board at a meeting held on, Tuesday, November 28, 2023.

*Susan Hoffman*

Susan Hoffman, Town Clerk

It's been moved and seconded to move this resolution, is there any comment on the resolution? The resolution needs to be as I said earlier, done so Laberge can submit to the town, the pre application approval, so we can submit to DOT by the end of the working day today. Moving forward, that phone call will be made. If this resolution is approved, only thing I'd like to say go ahead, Chris is before they get too deep into the engineering portion is that they reach out to the UDC and make sure that it's going to fit. I don't want to see them go and spend a tremendous amount of money getting into all the engineering aspects and there's some reason why, which I don't know why that would be.

I believe what should probably happen here, Chris is in my conversation with Laberge, immediately after this meeting the UDC should be notified that we're applying for this correct and then whatever level of participation they're going to need. They would work with us and our consultant on that. To move this resolution. Sue, will you please call the roll? Supervisor Haas aye. Councilwoman Haas aye, Councilman Bosch aye, and Councilman Tambini aye. Let the record reflect all voting members voted aye. The resolution has passed unanimously. At this time, there's been a request put out by the Greater Barryville Chamber of Commerce for a Christmas tree lighting ceremony at the cul de sac of Barryville. The request came in after our meeting to close the road. The cul de sac and the portion of the road. That would be the end of I guess they call that mail road. I'll entertain a motion to close the Mail Road extension for the evening of December 2nd from 5-8pm. Motion by Councilman Bosch, seconded by Councilman Tambini, discussion, carried all three ayes and one against. Every year we ask them to ask in advance if they want the road closed and every year they wait to the last minute. Then every year they don't thank the town for making accommodations for there requests or getting the electric fixed in advanced or I'm sure we're sending a deputy.

Is there anything else to come before the board at this time? Hearing none, I'll ask for a motion to adjourn. Motion by Councilman Tambini seconded by Councilwoman Haas, discussed, carried all ayes. Motion to adjourn at 8:34 am.

Respectfully submitted,  
Susan Hoffman, Town Clerk  
November 28, 2023