

**MINUTES
OF
THE TOWN OF RENSSELAERVILLE TOWN BOARD
REGULAR MEETING
MAY 8, 2014**

The Regular Meeting of the Town Board of the Town of Rensselaerville was held on the 8th day of May, 2014 at 7 o'clock in the evening at the Rensselaerville Town Hall, 87 Barger Road, Medusa, NY. The meeting was convened by Deputy Supervisor Marion Cooke and the roll was called with the following results:

PRESENT WERE: Attorney Lynn Knapp Blake
Deputy Supervisor Marion Cooke
Councilman Robert Bolte
Councilwoman Margaret Sedlmeir
Councilman Gerald Wood
Town Clerk Victoria H. Kraker
ABSENT WAS: Supervisor Valerie Lounsbury

Also present were Highway Superintendent Randy Bates, Building Inspector/Code Enforcement Officer Mark Overbaugh, Assessor Richard Tollner, Recycling Coordinator Jon Whitbeck; and six interested citizens.

AUDIENCE COMMENTS

None

MINUTES

A motion was made by Councilman Bolte to accept the minutes of the Work Meeting held on April 8, 2014 and the Regular Meeting held on April 10, 2014; 2nd by Councilwoman Sedlmeir.

Motion carried: Ayes (4) Cooke, Bolte, Sedlmeir and Wood; Nays (0)

ABSTRACTS/ VOUCHERS

General Fund	\$42,004.22
Highway Fund	12,070.52
Lighting District	732.62 (Preston Hollow \$342.64; Rensselaerville \$389.98)
Sewer Fund	137.92
Water Fund	166.98
<u>Trust Fund</u>	<u>3,670.53</u>
Total Abstracts	\$58,782.79

A motion was made by Councilman Wood to pay all signed vouchers; 2nd by Councilman Bolte.

Motion carried: Ayes (4) Cooke, Bolte, Sedlmeir and Wood; Nays (0)

TRANSFERS

None

CORRESPONDENCE

Deputy Supervisor Cooke read a note from the Rensselaerville Volunteer Ambulance thanking everyone for their generous donation in memory of Rachel Chase.

REPORTS

SUPERVISOR

1. Supervisor Lounsbury and Clerk 1, Sarah Hunt are attending the Association of Town's school on Annual Financing being held today and tomorrow, May 8th and 9th, 2014.

2. A reminder that the meeting to continue the Zoning review will be held on May 14, 2014 and the meeting to continue the review of the Board of Ethics procedures will be held on May 22, 2014.

3. Adam Caprio from the Carey Institute has been assigned to be in charge of the Emergency Action Plan. He is currently updating contacts and District users. Also, the Department of Environmental Conservation will perform their annual inspection of the dam on May 22, 2014

4. I.T.S. has communicated that it has taken longer than expected to obtain the new computers. Also, I.T.S. will follow through on whether or not B.A.S. will be charging us to reinstall their programs.

5. Supervisor Lounsbury would like the two-way radio moved further away from the telephones and closer to her office. This will make it easier for the Clerk's office to hear on the phone as well as aid Supervisor Lounsbury to stay on top of potential emergency situations.

A motion was made by Councilman Bolte to authorize Supervisor Lounsbury to have the two-way radio relocated; 2nd by Councilwoman Sedlmeir.

Motion carried: Ayes (4) Cooke, Bolte, Sedlmeir and Wood; Nays (0)

6. Supervisor Lounsbury wanted to thank the Highway Department for their assistance in installing a new rope on the flagpole at the Preston Hollow Park.

A motion was made by Councilman Wood to accept the Supervisor's report; 2nd by Councilwoman Sedlmeir.

Motion carried: Ayes (4) Cooke, Bolte, Sedlmeir and Wood; Nays (0)

ATTORNEY

1. Attorney Blake, substituting for Attorney Fallati this evening, stated that the attorney for the Greenville Central School has all the necessary paperwork for the transfer of the Potter Hollow property. The transfer will be complete upon the filing of said paperwork.

2. She also reported that Attorney Fallati has prepared a draft of the changes to the Town's Code of Ethics procedures.

A motion was made by Councilman Bolte to accept Attorney Blake's report; 2nd by Councilwoman Sedlmeir.

Motion carried: Ayes (4) Cooke, Bolte, Sedlmeir and Wood; Nays (0)

HIGHWAY DEPARTMENT

1. Superintendent Bates reported that four culverts have been replaced on Hale Road and repair has been performed on several other culverts.

2. Next week the highway department will begin patching and performing drainage work. They will be adding shale to Kenyon, Kellie, Roney and Gulf Roads.

3. Superintendent Bates would like to attend the Cornell Local Road Program on June 2, 3, and 4, 2014.

A motion was made by Councilman Bolte to authorize Superintendent Bates to attend the Cornell Local Road Program; 2nd by Councilwoman Sedlmeir.

Motion carried: Ayes (4) Cooke, Bolte, Sedlmeir and Wood; Nays (0)

4. Superintendent Bates explained a ten-year plan regarding the maintenance of town roads that is sustainable, taking into account taxes, inflation, C.H.I.P.S. funding and General Repair funds. A ten-year plan would allow for 3 miles of motor paving; 1 mile of base reconstruction; and 1 mile of repaving. Summarizing, this would mean a total of 5 miles of road repair and/or reconstruction per year, for 10 years. The Town has 55 miles of road that is paved in some form or another; 40 miles would be repaved, 10 miles would be reconstructed with gravel base, and the remaining 5 miles would be patched and maintained to the best of the Town's financial ability. The 27 miles of dirt roads will remain dirt roads.

5. Highway Contract for 2014 is complete. \$204,144.00 (\$181,000.00 plus an additional \$23, 000 in C.H.I.P.S pothole repair funds) shall be set aside to be expended on permanent improvements of Town Highways as follows:

Roney Road: Motor Pave 2" depth and single chip seal beginning at Pearson Road for a distance of ½ mile and a width of 17.5 feet at a cost of \$29,445.00. Also, on Roney Road

beginning at a distance of one mile north of Pearson Road and ending at a distance of 1½ miles north of Pearson Road (total distance of ½ mile) – reclaim with #1 and #2 stone, add fabric, 6” of crusher run and liquid calcium at a cost of \$24,690.00.

Travis Hill Road: Motor Pave 2” depth and single chip seal beginning at Pearson Road for a distance of 0.65 miles (ending at Dapice Lane) and a width of 17.5 feet at a cost of \$39,214.00.

Johnny Cake Hill Road: Motor Pave 2” depth and single chip seal beginning at County Route 351 for a distance of 0.30 miles (ending at the Westerlo Town line) and a width of 17.5 feet at a cost of \$17,994.00.

Sayre Road: Motor Pave 2” depth and single chip seal beginning at County Route 352 for a distance of 0.20 miles (ending at Gerard Road) and a width of 17.5 feet at a cost of \$11,320.00.

Cheese Hill Road: Reclaim with #1 and #2 stone, add fabric, 6” of crusher run and liquid calcium beginning at Travis Hill Road and ending at Scutt Road (a total distance of 1.1 miles and a width of 17.5 feet) at a cost of \$54,319.00.

Edwards Hill Road: Reclaim with #1 and #2 stone, add fabric, 6” of crusher run and liquid calcium beginning at Fish Road and ending at Davis Mountain Road (a total distance of 0.55 miles and a width of 17.5 feet) at a cost of \$27,162.00.

A motion was made by Council Wood to accept the Highway Contract; 2nd by Councilwoman Sedlmeir.

Motion carried: Ayes (4) Cooke, Bolte, Sedlmeir and Wood; Nays (0)

TOWN CLERK

Town Clerk Kraker reported for the month of April as follows:

Town Clerk Department – Total Collected \$1,115.96

Paid to the Supervisor - \$893.55 - the breakdown is as follows:

Clerk Fees	\$ 80.59
Recycling	122.00
Dog Licenses	150.00
Building Permits	440.96
Zoning (RV Permits)	50.00
<u>Senior/Youth Bus Donations</u>	<u>50.00</u>
Total	\$893.55

Fees paid to NYS Department of Agriculture & Markets for the ‘Animal Population Control Program’ aka ‘dog surcharge’ - \$24.00

Electronic sweep from the Town Clerk's checking account for the NYS Department of Environmental Conservation for sporting licenses - \$198.41

Water Rents paid for the month of April \$2,480.11 which includes \$29.77 in late fees

Sewer Rent paid for the month of April \$2,686.48 which includes \$52.20 in late fees

The unpaid 2014 Property Taxes have been turned over to the Albany County Department of Finance in the amount of \$392,372.84. The Warrant was satisfied as of February 5, 2014 and a total of \$864,268.28 has been paid to Albany County.

A motion was made by Councilman Wood to accept the Town Clerk's report; 2nd by Councilman Bolte.

Motion carried: Ayes (4) Cooke, Bolte, Sedlmeir and Wood; Nays (0)

BUILDING INSPECTOR/CODE ENFORCEMENT OFFICER

1. Building Inspector/Code Enforcement Officer Overbaugh reported one Agricultural Use Permit, one Home Replacement Permit, one Building Repair Permit and one Solar Panel Permit for the month of April.
2. Officer Overbaugh reported that inspections are getting busier and that there are several classes coming up soon.

A motion was made by Councilman Wood to accept the Building Inspector/Code Enforcement Officer's report; 2nd by Councilwoman Sedlmeir.

Motion carried: Ayes (4) Cooke, Bolte, Sedlmeir and Wood; Nays (0)

ASSESSORS

1. Assessor Tollner reported that the Tentative 2014 Tax Roll has been printed.
2. Assessment increase and decrease notices have been sent out.
3. Assessor Tollner encourages citizens to stop in at the Assessor's Office prior to Grievance Day on May 27, 2014 to discuss any issues they may have with their assessment.

A motion was made by Councilman Bolte to accept the Assessor's report; 2nd by Councilwoman Sedlmeir.

Motion carried: Ayes (4) Cooke, Bolte, Sedlmeir and Wood; Nays (0)

WATER/SEWER COMMITTEE

1. Water/Sewer Treatment Officer Story was not available this evening to submit a report.
2. The Annual Drinking Water Quality Report for 2013 has been received from the Albany County Department of Health.

A motion was made by Councilman Bolte to authorize a Legal Notice be posted in the Altamont Enterprise announcing the receipt of the Report, the mailing of the report to District Users and location of copies for those who wish to have them; 2nd by Councilwoman Sedlmeir.

Motion carried: Ayes (4) Cooke, Bolte, Sedlmeir and Wood; Nays (0)

REFUSE/RECYCLING

Recycling Coordinator Whitbeck reported for the month of April as follows:

Green Fiber: 9.9 tons

Rensselaer Iron & Steel: 3.9 tons

Tires: 19

City of Albany Landfill: 54.18 tons

Sierra Fibers: 4.39 tons

Oil: 46 gallons

A motion was made by Councilwoman Sedlmeir to accept the Recycling Coordinator's report; 2nd by Councilman Wood.

Motion carried: Ayes (4) Cooke, Bolte, Sedlmeir and Wood; Nays (0)

CURRENT EVENTS

1. Jack Long invited all to attend the Contra/Family Dance at Conkling Hall on May 17, 2014.

2. Councilwoman Sedlmeir reported that the third meeting for the purpose of organizing the Town-Wide Picnic was held and the next and last meeting will be held on May 20, 2014. Flyers have been distributed and the Press Release has gone to the newspapers. Councilwoman Sedlmeir added that there may be as many as 60 or more organizations and businesses set up. The Village Voices will be singing 'America the Beautiful' and Greg Speck and his group 'Captain Squeeze and the Zydeco Moshers' will play the National Anthem and will continue playing music for the duration of the picnic. Also, American Legion Post 291 from Greenville will be attending.

3. Sergeant Tracy Henry from the Albany County Sheriffs' Department has attended the meetings and confirmed that the Sheriff's Mobile Unit 701, Operation Safe Child, and K-9 Unit George will be at the picnic. There will be a K-9 Unit demonstration at 3:30. Sergeant Henry encourages parents, grandparents and/or relatives of children to participate in Operation Safe Child. Children change so fast and it is a good idea to keep records current. Sergeant Henry would also like to add that the Rensselaerville Fire Department will be celebrating their 75th Anniversary on September 6, 2014. Anyone who misses the picnic and the Albany County Sheriff's presentations on June 1st may catch up with the Sheriff's Department in September at the Carey Institute.

OLD BUSINESS

1. Authorization is needed to place an advertisement in the Altamont Enterprise seeking a clerk for the Assessors.

A motion was made by Councilman Bolte to authorize the placement of the ad; 2nd by Councilman Wood.

Motion carried: Ayes (4) Cooke, Bolte, Sedlmeir and Wood; Nays (0)

2. Deputy Supervisor Cooke asked for the Boards' approval to hire Patricia Drasser to perform the cleaning duties at Town Hall.

A motion was made by Councilwoman Sedlmeir to approve the hiring of Patricia Drasser; 2nd by Councilman Bolte.

Motion carried: Ayes (4) Cooke, Bolte, Sedlmeir and Wood; Nays (0)

3. Due to the fact that there is no job description on file for the Building Inspector/ Code Enforcement Officer's clerk, Supervisor Lounsbury would like to meet with Mark Overbaugh to compile one.

A motion was made by Councilman Bolte to authorize the advertising of a Building Inspector/Code Enforcement Clerk after the job description has been formulated; 2nd by Councilwoman Sedlmeir.

Motion carried: Ayes (4) Cooke, Bolte, Sedlmeir and Wood; Nays (0)

NEW BUSINESS

1. The Town has received notice of Deborah Geurtze's resignation from her position as Court Clerk due to medical reasons.

A motion was made by Councilman Bolte to accept the resignation of Deborah Geurtze; 2nd by Councilwoman Sedlmeir.

Motion carried: Ayes (4) Cooke, Bolte, Sedlmeir and Wood; Nays (0)

2. Safety Coordinator Marion Cooke is resigning effective May 6, 2014 due to the expiration of her certification. She has recommended that Gerald Wood be appointed to take her place. He has vast knowledge in this area and has completed all the required training.

A motion was made by Councilman Wood to accept Councilwoman Cooke's resignation; 2nd by Councilwoman Sedlmeir.

Motion carried: Ayes (3) Bolte, Sedlmeir and Wood; Nays (0)

Councilwoman Cooke abstains from the vote.

A motion was made by Councilman Bolte to appoint Councilman Wood to the position of Safety Coordinator; 2nd by Councilwoman Sedlmeir.

Motion carried: Ayes (3) Cooke, Bolte, and Sedlmeir; Nays (0)
Councilman Wood abstains from the vote.

3. A motion was made by Councilman Wood to accept Cameron Baitsholts as the newest Junior Member of the Medusa Fire Company; 2nd by Councilwoman Sedlmeir.

Motion carried: Ayes (4) Cooke, Bolte, Sedlmeir and Wood; Nays (0)

AUDIENCE COMMENTS

1. Marie Dermody as well as Georgette Koenig inquired as to whether the final draft of the Board of Ethics' procedures would be available so that it may be reviewed in advance of the Public Hearing. Deputy Supervisor Cooke confirmed that when the draft is complete, it would be made available to the Board of Ethics so that the Board will have the opportunity to assess the changes and make any recommendations.

2. With regards to the review of the Zoning Regulations, Marie Dermody inquired as to whether the Town was being charged additionally for the legal services and wondered if it be possible to have the Planning/Zoning Clerk type up the edits/changes instead of paying attorneys to do clerical work. Councilman Bolte is concerned with the legal language and problems that might occur with a lay person typing legal documents. Richard Amedure concurs with Councilman Bolte that there is cause for concern when it comes to legal language. The attorneys take the information from the meetings and shape it into legal and, more importantly, enforceable terms.

ADJOURNMENT

A motion was made by Councilman Bolte to adjourn the meeting at 7:44 PM; 2nd by Councilman Wood.

Motion carried: Ayes (4) Cooke, Bolte, Sedlmeir and Wood; Nays (0)

RESPECTFULLY SUBMITTED;

Victoria H. Kraker
Town Clerk