

**MINUTES  
OF  
THE TOWN OF RENSSELAERVILLE TOWN BOARD  
WORK MEETING  
MAY 6, 2014**

The Work Meeting of the Town Board of the Town of Rensselaerville was held on the 6<sup>th</sup> 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 Supervisor Valerie Lounsbury and the roll was called with the following results:

PRESENT WERE: Supervisor Valerie Lounsbury  
Councilman Robert Bolte  
Councilwoman Margaret Sedlmeir  
Councilman Gerald Wood  
Councilwoman Marion Cooke  
Town Clerk Victoria H. Kraker

Also present were Highway Superintendent Randy Bates and three interested citizens.

**AUDIENCE COMMENTS**

None

**MINUTES, TRANSFERS, VOUCHERS, AND BILLS**

These items will be addressed at the Regular Meeting on May 8, 2014

**CORRESPONDENCE**

None

**REPORTS**

1. Supervisor Lounsbury would like to make it known that the Senior/Youth bus lost the rear tires on the driver's side while on it's way back from the weekly senior shopping trip. Councilman Bolte reported that Lou's Automotive has repaired the mechanical damage and the bus is now at Rensselaerville Auto Body for body work. Lenny's Tire will replace the tires as they were cut during the incident and also asked that the repair bills be forwarded to them. Councilman Bolte confirmed that the bus was equipped with flares, triangles, fire extinguishers, etc. and that he would give all the drivers a refresher course as to where all the safety equipment is located.

2. Supervisor Lounsbury would also like to remind all that she and Clerk 1, Sarah Hunt will be attending the Annual Finance School this Thursday and Friday, May 8<sup>th</sup> and 9<sup>th</sup>. Deputy Supervisor Cooke will run the Regular Meeting on Thursday evening.

3. Deputy Supervisor Cooke will remind everyone again that there will be a Zoning review meeting on May 14, 2014 and a Board of Ethics review meeting on May 22, 2014.

4. Adam Caprio of the Institute is now in charge of the Emergency Action Plan. This Plan must be reviewed annually and at this time, Mr. Caprio is updating the contact list and list of homeowners in the District. Also, on May 22, 2014, the Department of Environmental Conservation will perform their annual inspection.

5. I.T.S. has communicated that it has taken longer than expected to obtain the new computers. However, they will be contacting us shortly to schedule a day to install the new equipment and make all changes and updates. Joe from I.T.S. has been in touch with BAS and it appears that to reinstall the programs may be a billable service. He will get clarification from BAS.

6. Supervisor Lounsbury would like authorization from the Board to have River Valley move the 2-way radio further away from the telephones and closer to her office.

### **REPORTS**

Reports from the Supervisor, Attorney, Highway, Town Clerk, Building Inspector/Code Enforcement Officer, Assessors, Water/Sewer Committee, and Recycling Coordinator will be given at the Regular Meeting on May 8, 2014.

### **HIGHWAY DEPARTMENT**

1. Superintendent Bates announced that the Highway Contract for 2014 is complete and asked that the Board please review it.

2. Councilwoman Cooke asked that Superintendent Bates be given the authority to bid on sites like AuctionInternational.com without prior Board approval, as equipment frequently comes up at the last minute. The attorney for the Town and/or the Association of Towns will need to be contacted on this matter.

### **OLD BUSINESS**

1. Assessor Kropp and the Assessor's Clerk, Claire Marshall have drawn up a job description so that authorization to advertise for a permanent Clerk can be completed.

2. Donna Kropp made a request to keep Claire Marshall on until the Final Assessment Roll is completed and also to help train a new clerk if necessary; Claire is more than happy to comply.

3. Supervisor Lounsbury would like to hire Patricia Drasser to perform the cleaning duties for Town Hall. Supervisor Lounsbury and Councilman Bolte have both offered vacuum cleaners, but Councilman Bolte has several and will bring one of them in.

### **NEW BUSINESS**

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

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

3. The Medusa Fire Company would like Cameron Baitsholts to be voted in at the Regular Meeting on Thursday as the newest Junior Member.

4. Councilman Wood is organizing the Albany County Jail inmates to work at the Bayard Elsbree Memorial Park for three days beginning Monday, May 12<sup>th</sup>.

5. Also Councilman Wood announced that the Little League has begun their playing season.

6. The Bayard Elsbree Park Committee has voted to put up various signs in the park. The issue of dogs not being leashed has been a problem recently as well as trash being left behind.

7. Amanda Kosich from the Rensselaerville Park Committee will arrange to have a port-a-potty in place this year.

8. Highway Superintendent Bates will price washed sand for the Bayard Elsbree Memorial Park playground. Councilman Wood offered the use of his trailer to get the sand. Superintendent Bates also offered to send a truck as he would be able to get it first thing in the morning, thus guaranteeing that it would be in place when the inmates arrive on Monday.

### **AUDIENCE COMMENTS**

Larry Stricker inquired if certain documents and/or information were readily available to the public without the need to FOIL them. Supervisor Lounsbury's response was that copies of the minutes are available in their final form. Other documents that are public information are available, but must not be taken out of the building.

Marie Dermody inquired as to why the Board did not address the Planning/Zoning and Code Enforcement Officer's Clerks. Supervisor Lounsbury let Mrs. Dermody know that the Planning/Zoning Board Clerk's position was never up to be filled, but rather it was the Building Inspector/Code Enforcement Officer's Clerk position that needed to be filled and thanked Mrs. Dermody for noticing the oversight.

Mrs. Dermody inquired about the draft form of the Feasibility Study. She advised the she has contacted Robert Freeman, the Executive Director for the Committee on Open Government and has been told that the minute a document is in the Town's hands, it is FOIL-able. Supervisor Lounsbury responded by stating that the attorney for the Town has given us a ruling on this matter.

**ADJOURNMENT**

A motion was made by Councilman Bolte to adjourn the meeting at 7:41PM; 2<sup>nd</sup> by Councilwoman Sedlmeir.

*Motion carried: Ayes (5) Lounsbury, Bolte, Sedlmeir and Wood and Cooke; Nays (0).*

**RESPECTFULLY SUBMITTED;**

Victoria H. Kraker