

TOWN BOARD MINUTES
TOWN OF POESTENKILL
February 9, 2023
(Not approved at time of distribution)

ROLL CALL AS FOLLOWS

Councilwoman Butler	Present
Councilman Hass	Present
Councilman Van Slyke	Present
Councilman Wohlleber	Present
Supervisor Hammond	Present

NON-VOTING MEMBERS

Susan Horton, Town Clerk
Andrew Gilchrist, Town Attorney

Motion by Hass, seconded by Butler, and carried that the monthly bills had been audited for payment.

Supervisor Hammond opened the meeting with the Pledge of Allegiance and opened the floor for public comments. T. Russell, town resident informed the Board about a program called “Poestenkil Heating Assistance” which provides a one-time supplemental assistance to those who are struggling to heat their home. This program is coordinated by the Evangelical Lutheran Church and funded by the community. To be eligible for this program you must be a town resident and must have applied for and been denied by HEAP. You can download an application on www.evangelicallutheranchurch.wordpress.com. You can also pick up an application at the Town Hall. L. Basle asked to reserve time under Action items, tax exemption – volunteer firefighters. S. Kalafut asked to reserve time under Discussion items, use of meeting room in the town hall.

L. King, Town resident addressed the board and the audience to commend Robert (Bob) Brunet for his distinguished service to the Town of Poestenkil. Lee stated during the past thirteen years, Bob Brunet has been our Town’s water operator, demonstrating a degree of excellence one might expect according to his P.E. credentials. (Professional Engineer) Having taken the initiative to determine and remedy many costly underground leaks, and to have efficiently prepared water system hook-ups for our town’s residents, and to have insured continuous high quality water availability are a few of Bob’s noteworthy achievements deserving recognition.

L. King addressed Councilman Wohlleber and asked if he would be willing to put together a tribute to Bob, seeing that he has done so in the past for other worthy members of the community.

TOWN CLERK’S MINUTES

Motion by Butler, seconded by Hass and an oral vote of 5 ayes to accept the Town Clerk’s minutes of January 12, 2023, as amended.

LIAISON REPORTS:

Planning Board - Board members had copies of the January 3, 2023, meeting in their packets along with the January 18, 2023, Special Meeting minutes.

H. Teal, Board member reported on the agenda items stating that it was a very busy month for the Planning Board. He reported on the approval of a five-year Special Use Permit (SUP) for the RPA with a list of terms/conditions. He also wanted to express his thanks to A. Gilchrist, Town Attorney for his excellent counseling on behalf of the Planning Board.

Zoning Board – Town Board members had copies of the ZBA minutes of January 17, 2023, in their packets.

Fire Company – Town Board members had copies of the Fire Company’s January 2023 report.

Library – E. Gresens reported on the activities at the library which included a very informative Medicare presentation that was held at the library. Also, every Friday at 10:15 a.m. there is a pre-school story hour.

Youth Advisory Board - T. Buker reported on the status of the camp registration. She stated that counsellors were needed.

CAC – there was no meeting this month.

CORRESPONDENCE:

Memo dated January 30, 2023, from *Charter Communications* explaining their programming and upcoming changes.

DISCUSSION ITEMS:

Road Specifications – road width minimum criteria

DJ Goyer, Highway Superintendent, discussed the safety issues associated with the present 10-foot roadway being too tight. He said that a 12-foot roadway for future road construction, with a two-foot shoulder width would be safer. The Town Board agreed with this, and DJ said that he would begin the process.

Policy on Meeting Room Use to private entities – There was significant discussion on issues associated with private use of the meeting room. Supervisor Hammond stated that this would require a Town Policy and requested that one be drafted for review. However, until a policy is drafted the meeting room is available for use.

ACTION ITEMS

2022 Town Clerk Revenue/Disbursement Report – Motion by Hass, seconded by Butler and an oral vote of 5 ayes to accept the Town Clerk’s 2022 Revenue and Disbursement Report. The total amount received in the Clerk’s office for 2022 was \$167,197.76.

Introductory Local Laws –

L. Basle, Fire Company asked about the status of this issue. Supervisor Hammond said that it would be discussed at a public hearing at the March 9th board meeting.

Tax Exemptions – Senior Citizens/Volunteer Firefighters – Supervisor Hammond introduced both these proposed exemptions to be put on the agenda at the March Town Board meeting as Local Laws.

A local law amending section 200-3 of the Town Code of the town of Poestenkill concerning the eligibility for the senior citizens tax exemption in the Town of Poestenkill will be held on March 9, 2023, at 7:00 p.m.

A local law providing for a partial tax exemption upon real property based upon the owner’s volunteer membership in the Poestenkill Fire Company pursuant to section 466-a of the Real Property Tax Law will be held on March 9, 2023, immediately following proposed Local Law regarding tax exemption.

RESOLUTION #2-2023 – RESOLUTION AUTHORIZING TRUCK PURCHASE FOR TOWN OF POESTENKILL HIGHWAY DEPARTMENT. The Town Board of the Town of Poestenkill hereby authorizes the purchase of a used, surplus 2005 Freightliner M2 Bucket Truck, as set forth in the proposal issued by the Rensselaer County Highway Department dated February 2, 2023, in an amount not to exceed \$8,000.00.

MOTION BY: Supervisor Hammond
SECONDED BY: Councilman Hass

VOTED UPON AS FOLLOWS:

Councilwoman Butler YES
Councilman Hass YES
Councilman Van Slyke YES
Councilman Wohlleber YES
Supervisor Hammond YES

RESOLUTION #3-2023 – RESOLUTION AUTHORIZING PURCHASE OF STORZ CONNECTORS. WHEREAS, it is determined that the lowest bid was received from American Fire Supply, dated January 25, 2023 (Quote No. 31904) quoting a total of 140 5” storz connectors, at a unit price of \$168.00, for a total quoted purchase price of \$23,520.00. The Town Board of the Town of Poestenkill hereby approves the purchase of 140 5” storz connectors as described above and as set forth in the written bid response submitted by American Fire Supply in the amount of \$23,520.00.

MOTION BY: Councilman Hass
SECONDED BY: Supervisor Hammond

VOTED UPON AS FOLLOWS:

Councilwoman Butler YES
Councilman Hass YES
Councilman Van Slyke YES
Councilman Wohlleber YES
Supervisor Hammond YES

Supervisor Hammond wanted to thank Tiffany Buker, Secretary to the Supervisor for all her help finding the most economical quotes for the Town. Councilman Wohlleber asked where the money for these storz connectors was coming from. Supervisor Hammond stated that it was coming out of the water budget.

RESOLUTION #4-2023 – A MEMORIAL RESOLUTION HONORING MARIE E. HOFFMAN. WHEREAS, the Town Board of the Town of Poestenkill wishes to recognize the service of Marie E. Hoffman to the community of Poestenkill and to recognize her achievements, noting that a remarkable member of our community has been lost and will be missed; and

WHEREAS, the contributions Marie E. Hoffman to her community are best seen through the effect she had on those she taught and with whom she was acquainted; NOW, THEREFORE, BE IT RESOLVED by the Town Board of the Town of Poestenkill in regular session duly convened as follows:

The Town of Poestenkill recognizes the significant contributions of Marie Hoffman to the Poestenkill community over the course of her career and mourns her death; and
The Town of Poestenkill extends its sincerest condolences to the family and friends of Marie Hoffman.

MOTION BY: Councilman Van Slyke
SECONDED BY: Councilwoman Butler

VOTED UPON AS FOLLOWS:

Councilwoman Butler YES
Councilman Hass YES
Councilman Van Slyke YES
Councilman Wohlleber YES
Supervisor Hammond YES

Approval of Grant Writer for Records Retention – Councilman Van Slyke discussed his proposal that an outside entity be hired at a cost of \$5,000 to prepare a Grant request for records updates. There was significant discussion on exactly what this would entail, from records purification to the question of digitized records. Councilman Van Slyke said that his recommendation is only for the application of a Grant while the money is available and that the detailed procedures would be studied further. The consensus was that cost was a major issue and it was determined that further study was required in this important area. Supervisor Hammond stated that any additional questions on this subject will be answered at the February 23rd workshop meeting.

RESOLUTION #5-2023 – RESOLUTION APPROVING PROFESSIONAL OR SPECIALIZED SERVICES AGREEMENT FOR UPDATING OF TOWN WEBSITE. NOW, THEREFORE, BE IT RESOLVED by the Town Board of the Town of Poestenkill in regular session duly convened as follows: The Town Board of the Town of Poestenkill hereby approves the professional services proposal submitted by Pizzola Creative, LLC for services as described hereinabove and set forth in the letter attached hereto as “Exhibit A” and made a part hereof, and further hereby awards a professional services agreement on behalf of the Town of Poestenkill to Pizzola Creative, LLC subject to the terms and conditions set forth in “Exhibit A” hereto, and authorizes the Supervisor of Town of Poestenkill to execute all documents necessary to implement this Resolution. The amount for this proposal can not exceed \$5,000.

MOVED BY: Councilman Wohlleber
SECONDED BY: Supervisor Hammond

VOTED UPON AS FOLLOWS:

Councilwoman Butler YES
Councilman Hass YES
Councilman Van Slyke YES
Councilman Wohlleber YES
Supervisor Hammond YES

Zoning Board Recommendation – There was a brief discussion before the vote was taken by Councilman Wohlleber and Tiffany Buker regarding advertising for vacant seats on specific Boards. Councilman Wohlleber stated he has not seen any posting of this vacancy in the Advertiser or on the town’s website. However, T. Buker was adamant that this vacancy was posted on the website and in the paper. Councilman Wohlleber would like to know if the town has paid for it and requested a copy of the invoice. Motion by Hass, seconded by Butler and carried to accept the recommendation brought forth by the Zoning Board to appoint Merritt Cropsey, Jr. as alternate on the Zoning Board.

REPORTS

Supervisor’s Report – Supervisor Hammond stated it has been a busy month. He attended the Fire Company’s Installation Dinner, and it was very nice. He also met with the Park’s Committee.

Town Attorney’s Report – A. Gilchrist reported on some of the items he worked on this month which included resolutions, working with the Planning Board and other routine matters.

Motion by Councilman Hass, seconded by Councilwoman Butler, and an oral vote of 5 ayes to approve the Town Clerk’s report for the month of January 2023, as written. The total amount received in the Clerk’s Office was \$14,309.47 and of that amount \$14,215.51 was turned over to the Supervisor. Town Board members had copies of the Building Inspector/Code Enforcement Officer’s written report. There were also reports from the Assessor, 811 report, Water report, and the Highway Department report.

PAYMENT OF BILLS

Motion by Hass, seconded by Butler, and an oral vote of 5 ayes to pay Warrant #2-2-23 in the amount of \$8,702.22. Motion by Hass, seconded by Butler, and an oral vote of 5 ayes to pay Warrant #4-2023 in the amount of \$66,530.59.

Supervisor Hammond stated that the Board will be going into executive session to discuss a personnel issue.

EXECUTIVE SESSION

Motion by Councilman Wohlleber, seconded by Councilman Van Slyke and an oral vote of 5 ayes to enter into Executive Session at 8:20 p.m. to discuss a personnel issue with no votes taken. Motion by Wohlleber, seconded by Hass to exit Executive Session at 8:40 p.m. and to immediately adjourn this meeting.

Respectfully submitted,

Susan Horton
Town Clerk