

TOWN OF POESTENKILL
TOWN BOARD WORKSHOP

February 22, 2024

(Not approved at time of distribution)

ROLL CALL AS FOLLOWS

Councilwoman Butler	Present
Councilman Hass	Present
Councilman Burzesi	Present
Councilman Wohlleber	Present
Supervisor Russell	Present

NON-VOTING MEMBERS

Susan Horton, Town Clerk
Andrew Gilchrist, Attorney

Supervisor Russell opened the meeting with the Pledge of Allegiance at 7:00 p.m. He then went on to a public service announcement for all exemption applications are due March 1st to the Assessor's Office.

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

Discussion Items:

Employee Handbook- Councilwoman Butler explained minor changes are needed to the Handbook. Councilman Wohlleber requested having procedure/policies for hiring added to the Employee Handbook. More information on review at the next Town Board Meeting.

Ramp at Main Entrance- Supervisor Russell explained an incident that occurred weeks prior at the entrance door. Supervisor Russell requested a quote and schematic of a potential small ramp at the entrance door. Councilman Hass and Councilman Burzesi expressed the ideas of adding signage to increase the use of the Handicap Elevator, consult with an architect, and adding reflective adhesive.

Rensselaer County Emergency Plan- Councilwoman Butler stated this is a new project and has requested the help of D. McIntyre, Poestenkill Fire Company Chief. D. McIntyre discussed updates for the Poestenkill Fire Co. such as general identification of officers, radio frequency, and fleet updates. D. McIntyre will seek advisement of Rensselaer County Bureau of Emergency Services to see if the Emergency Plan is required or a best practice.

Action Items:

Poestenkill Public Employer Emergency Plan- Councilwoman Butler explained the updates needed due to a couple issues that came about from Covid and a change in NYS law. Highway Superintendent D. Goyer and Town Attorney A. Gilchrist reviewed this document and updated any comments. Councilwoman Butler explained the document will be provided for final review at

a future meeting. Questions from the Town Board will be addressed at the next Town Board Meeting and the Final review at the Town Board Workshop. Councilman Wohlleber addressed his previous comment on Covid absences. He explained at the time of the comment, Rensselaer County allowed three instances of covid absences for the duration of covid timespan, not per year.

2024 Schedule of Planning & Zoning Board Fees- Councilwoman Butler stated that the Planning & Zoning Board had suggestions for fee increases. She proposed adding to the listed fees such as Generator Inspection, Driveway Permit, Pool Fill, and Special Event fees that have come into discussion. Councilwoman Butler expressed her support that the respective boards reviewed the fees and came up with a reasonable suggestion. Councilman Wohlleber questioned the wording in the subdivision change and this was clarified by Supervisor Russell. The Town Board discussed the increase in the Commercial Solar Fee. Councilwoman Butler stated that the insurance company proposed the documentation of work being done (ex. special event) in town for liability purposes. A. Gilchrist suggested looking at samples of permits for special events which would eventually require local law if applicable.

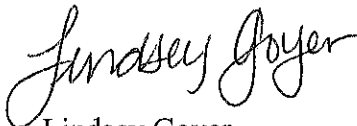
Lee Audio's DVD Security Camera System Quote- Supervisor Russell explained that Lee Audio provided a proposal for the replacement Security System Town Hall. Motioned by Councilman Hass and Seconded by Councilman Burzesi and an oral vote of 5 ayes to approve purchase.

Payment of Bills:

Motion by Hass, seconded by Butler and an oral vote of 5 ayes to pay Warrant #7-2024 in the amount of \$16,670.06. Motion by Hass, seconded by Russell and an oral vote of 5 ayes to pay Warrant #8-2024 in the amount of \$3,839.10. Motion by Hass, seconded by Butler and an oral vote of 5 ayes to pay Warrant #9-2024 in the amount of \$12,925.03.

Motion by Councilman Wohlleber, seconded by Supervisor Russell and carried to enter into Executive Session at 7:45 p.m. to discuss personal issue with no votes taken. Motion by Councilman Hass and seconded by Councilman Burzesi to exit Executive Session at 8:10 p.m. and immediately adjourn this meeting.

Respectfully submitted,



Lindsey Goyer
Deputy Town Clerk