

TOWN BOARD MINUTES  
TOWN OF POESTENKILL  
TOWN BOARD MEETING  
January 11, 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

Andrew Gilchrist, Attorney

Supervisor Russell opened the meeting with the Pledge of Allegiance and the floor was opened for public comment at 7 p.m. G. Patenaude, town resident addressed the Town Board regarding Water District #2. He wanted to confirm that public comment was still open due to change of administration. Supervisor Russell agreed that it was still open for public Comment. L. King, town resident addressed the town board and Poestenkill residents on the opportunity to volunteer their knowledge/skills during a Repair café held on May 18<sup>th</sup> operated by the Sky High Adventure Community Center. These repairs would be free of charge for item such as jewelry, toys, lawn & gardening, furniture repair, etc.. C. Sergeant, town resident, addressed the Town Board regarding 243 Vosburg Rd. C. Sargeant recited a letter that was sent to the town due to plowing activities on January 7, 2024. L. Basle requested to reserve time for discussion item. S. Kalafut questioned the Town Board about the Ethics Committee Chairperson for 2024. Supervisor Russell explained there isn't a chairperson at this time, but the Ethics Committee will come together and choose a chairperson. A. Gilchrist noted per review of the code, the Town Attorney should be removed from the list of members and would only provide council to the board members.

**TOWN CLERK MINUTES**

Motion by Hass, seconded by Butler and an oral vote of 3 ayes (Burzesi and Russell abstaining) to accept the Town Clerk's minutes of December 28, 2023, as written. Motion by Hass, seconded by Butler and an oral vote of 5 ayes to accept the Town Clerk's minutes of January 4, 2024, as amended to reflect the change of 5 ayes accepting B. Harris as the alternate on the Planning Board.

A. Gilchrist stated he couldn't attend the Organizational Meeting, and questioned if the if the chart of appointments identifying the salaries of each employee was listed. The Town law requires the Town Board "from time to time to establish the salaries of the town officers and employees. At some point the salaries of the town officers and employees should be listed.

**LIAISON REPORTS**

Planning Board – D. Heckelman reported on (1) item for January meeting pertaining to an application for event space. The planning board received desired answers from the applicant, but subsequent meetings are needed for ongoing conversation. Heckelman stated Robert Bentz has been appointed Chairperson and Brandon Harris as Alternate.

Zoning Board – N. Heckelman stated the Zoning Board had an organizational meeting in December and put forth Tim Hoffay as Chairperson, and recommended the need for 1 full time person and alternate. Meetings are now going to be 3<sup>rd</sup> Thursday of month due to work conflict with a member.

Fire Company – D. McIntyre stated he was newly elected as of January 2024. For the month of December, the Fire Company had 30 calls. D. McIntyre stated for 2023 the Fire Company received a total of 395 calls. He thanked Supervisor Russell for support on December 25<sup>th</sup>, 2023 fire. D. McIntyre reminded the public to use caution when using their own home generators to prevent carbon monoxide entering the home.

Library – Kathy Place stated last month they had a total of 774 visits and had the second annual library lighting and listed the upcoming events for January and February.

Youth Advisory- Supervisor Russell stated that Kara Horton is the new Youth Advisory representative. Poestenkill and Sand Lake are still discussing the location of the Summer Camp.

CAC – Supervisor Russell stated that we are in the process of restaffing the CAC. The hope is to proceed with the Comprehensive plan this year.

### **DISCUSSION ITEMS**

Revising Current Density Law with Planning Board Recommendations- Supervisor Russell explained that this is the initial discussion and A. Gilchrist supplied the town with a draft of what the Town of Brunswick had proposed. The Planning Board had reviewed the proposal and made written recommendations.

Discuss Local Law to provide Defense and Indemnification of Town Officers and Employees- Supervisor Russell put forth a draft model for 2024, due to the absence of this protection in our current code. Supervisor Russell summarized his edits to the draft. J. Butler stated that the towns insurance is renewing in April, and the insurance company recommended having this law in place before the renewal date. More discussions will be held at the February meeting. A. Gilchrist discussed the steps necessary to stay on the timeline to amend the code for this change.

### **ACTION ITEMS**

Change Town Board Workshop Meeting start time - RESOLUTION #1-- RESOLUTION DESIGNATING TIME OF REGULAR WORKSHOP MEETINGS OF THE POESTENKILL TOWN BOARD. The Town Board of the Town of Poestenkill hereby designates that its workshop meetings scheduled for the fourth Thursday of each month shall start at 7 p.m., unless such time is changed for any particular workshop meeting through a notice to be posted on the Town sign board and Town website.

MOVED BY: Councilwoman Butler

SECONDED BY: Councilman Hass

### **VOTED UPON AS FOLLOWS:**

Councilwoman Butler	YES
Councilman Hass	YES
Councilman Burzesi	YES
Councilman Wohlleber	YES

Supervisor Russell YES

Confirm official Poestenkill Holiday Schedule – RESOLUTION #2—RESOLUTION DESIGNATING OFFICIAL HOLIDAYS OF THE TOWN OF POESTENKILL FOR 2024. The Town Board seeks to designate the official holidays observed by the Town of Poestenkill for 2024.

MOVED BY: Councilman Wohlleber  
 SECONDED BY: Councilwoman Butler

**VOTED UPON AS FOLLOWS:**

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

Revision of Water Code to allow sending “Estimate Readings” Under emergency situations as needed- L.Basle had questions regarding what the town code currently stated. Supervisor Russell explained the Water Department is experiencing difficulties with the current software package and antennas. The replacements for antennas and the software package is expected to arrive mid February. A. Gilchrist instructed the town board on the steps to make this change to the Town code.

Comprehensive Plan- La Berge Group created a proposal for the comprehensive plan workshops, and resident information exchanges, and memorandum of understanding. A.Gilchrist instructed the board on the actions needed on order to review and authorize the memorandum of understanding. Motioned by Wohlleber, seconded by Russell, and an oral vote of 5 ayes.

**REPORTS**

Supervisor’s Report – Supervisor Russell expressed his appreciation for the opportunity as Town Supervisor. He thanked everyone for working with him to get settled in his new role. He explained the high-level events in the Youth department, Bookkeeping, and that the senior citizen and fire contracts have been completed.

Town Attorney’s Report - A. Gilchrist, Town Attorney reported that aside from routine matters, he had conversations with the new supervisor on transitional issues and will be researching further.

Town Clerk’s Report – Motion by Wohlleber, seconded by Butler and an oral vote of 5 ayes to accept the Town Clerk’s report of December 2023. The total amount received in the Clerk’s office was \$11,624.57 and of that amount \$10,940.57 was remitted 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, Water, and the Highway Department. Supervisor Russell reiterated on the Assessor’s report that the Tax Assessment roll for 2024 Exemption filing deadline March 1,2024 for all exemptions.

Highway Superintendent, DJ Goyer reported that with the increase in storms recently, to please call the Town of Poestenkill Garage for tree debris that requires chipping.

**BUDGET TRANSFER**

Motioned by Hass, seconded by Burzesi, and an oral vote of 5 ayes to approve Transfer \$17,330.95 from Account # A1990 General Fund Contingency to Account #25112 Highway Permanent Improvements

**PAYMENT OF BILLS**

Motion by Hass, seconded by Russell and an oral vote of 5 ayes to pay Warrant #1-2024 in the amount of \$31,515.44. Motion by Hass, seconded by Butler and an oral vote of 5 ayes to pay Warrant #2-2024 in the amount of \$99554.75.

Motion by Supervisor Russell, seconded by Councilman Burzesi and carried to enter into Executive Session at 8:07 p.m. to discuss a legal issue. There were no votes taken in Executive Session. Motion by Councilman Hass and seconded by Councilman Wohlleber to exit Executive Session at 8:48 p.m. and immediately adjourn this meeting.

Respectfully submitted,

Lindsey Goyer, Deputy Town Clerk