

**TOWN OF SAND LAKE TOWN BOARD MEETING
AUGUST 11, 2010**

The monthly meeting of the Sand Lake Town Board was held on August 11, 2010 at 7:30 P.M. at the Sand Lake Town Hall. After the Pledge of Allegiance, the following answered roll call:

PRESENT: Councilman Splain
Councilwoman Kronau
Councilman Glasser
Councilman Turner
Supervisor Rounds
Town Attorney Donna Cole-Paul

RECORDING SECRETARY: Barbara A. Biittig, Town Clerk

OTHERS PRESENT: Justin Schultz, Bill Glasser, Barbara Martinage, Russ Bennett, Clyde Heffner, Tom Hatcher, Cheri Foland, Judy Long, Irv Lobdell, Marlene Thompson, Fred Schreyer and others.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: June 16, 2010, July 14, 2010, August 2, 2010

Supervisor Rounds made the motion to approve the minutes. No one seconded this motion.

MONTHLY REPORTS

TOWN CLERK- Barbara A. Biittig

- Total fees paid to the Supervisor for the month of July 2010 - \$11,037.11
- Money Given to Rensselaer County for Dog Licenses - \$112.80
- Money Given to NYS Ag. & Markets for spay/neuter program - \$30.00
- Money Given to NYS Environmental Conservation - \$238.09
- Paid to NYS Health Department for Marriage Licenses - \$157.50

- To date we have issued over 262 passports since the beginning of the year. This is Revenue for the Town for over \$8,000. We had a site visit from the US Department of State for Passports. Several new regulations and requirements for passport agents have been mandated. Due to these changes we had to make changes in the way we issue passports. We did this before the initial site visit and passed with flying colors. It is now mandatory to have a site visit every two years.
- A group of Town Clerk's were allowed to visit the Board Of Elections to see the new voting machines. The Board of Elections plans to visit Fair's etc. with these machines so that people can view these machines before they are used on election day. Within the next few weeks we will have mandatory training for those people working the poles. These machines are very efficient but as whenever something is new it is scary at first until we learn how. As soon as I, have information on where these machines can be viewed by the public I will put it on the web and TV. Reminder to town residents who's polling place was the Sand Lake School it has been changed to Sand Lake Town Hall.

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Residents will receive a post card notifying them of this change.

- On June 22, 2010, Governor Paterson signed a measure into law as part of the 2010-2011 State Budget that moves the remainder of the dog licensing function required by Article 7 of the Agriculture and Markets Law to the level of local government. As a result, the existing roles of both county government and the New York State Department of Agriculture and Markets in the licensing of dogs will be eliminated on January 1, 2011. This means that the responsibility of licensing dogs in each town is no longer state run but each towns will be handling it on its own. After meeting with several neighboring town Clerk's, from Schodack, North Greenbush, East Greenbush, Berlin, Nassau we are trying to establish a uniform system with the fees, tags etc. Even though the state is no longer involved with the licensing of dogs, it is still state mandated that some from of dog licensing be done by the town. I have given the new licensing law changes to Donna Cole-Paul for her to review as we will need a new town law regarding this. Great news I was informed that BAS is going to enhance our BAS Town Clerks module to include dog licensing. AT NO CHARGE. They are going to obtain the state data base, including non BAS clients. We will have a nominal fee probably in the Spring.
- Watch channel 17 for information on all of the things that I have mention for dates and information.

SUPERVISOR'S REPORT – On file in the Town Clerk's Office.

COMMITTEE REPORTS:

ENGINEEERS REPORT – Mark Kestner – On file in the Town Clerk's Office.

PLANNING BOARD – Justin Schultz - On file in the Town Clerk's Office.

BUILDING/ZONING – Given by Supervisor Rounds- On File in the Town Clerk's Office.

YOUTH – Given by Barbara Glasser -on file in the Town Clerk's Office.

BOARD MEMBERS REPORTS:

PUBLIC WORKS – Burton Rounds - On file in the Town Clerk's Office.

HIGHWAY – Burton Rounds - On file in the Town Clerk's Office.

VETERANS – Burton Rounds- On file in the Town Clerk's Office.

PARKS AND RECREATION – Paul Splain - On file in the Town Clerk's Office. Resigned from this Department.

CABLE – Paul Splain – On file in the Town Clerk's Office.

PHYSICAL FACILITIES – Paul Splain - On file in the Town Clerk's Office.

CULTURE AND ARTS - Christine Kronau - On file in the Town Clerk's Office.

PLANNING OVERSIGHT/LINKAGE STUDY – Christine Kronau – On file in the Town Clerk's Office.

YOUTH – Christine Kronau – On file in the Town Clerk's Office.

SENIORS/SENIOR VAN – Christine Kronau – On file in the Town Clerk's Office.

ANIMAL CONTROL – John Glasser - On file in the Town Clerk's Office.

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STREET LIGHTS – John Glasser - On file in the Town Clerk’s Office.

BEACH – John Glasser - On file in the Town Clerk’s Office.

LIBRARY – Ray Turner - On file in the Town Clerk’s Office.

AMBULANCE/PUBLIC SAFETY – Ray Turner - On file in the Town Clerk’s Office.

ZONING UPDATE – Ray Turner - On file in the Town Clerk’s Office.

COMMENTS FROM RESIDENTS:

Judy Long, Glass Lake Road, Averill Park, questioned were does the property line for Glass Lake Preservation go to. What is their tax amount and stated that she has concerns regarding Glass Lake.

Barbara Martinage had questions regarding the upcoming zoning meeting on August 17, 2010 and the need “for open government”.

Fred Schreyer, Glass Lake Road, Averill Park, apposed the shutting off the access to Glass Lake. He referred to the picture in town hall of the glass lake that has been there for many years and in it there are neither fences nor “no trespassing signs”.

Irv Lobdell, a non resident has fished at Glass Lake for over 40 years. “I want the right to fish restored and I paid for the fish in the lake”. He stated that night fishing at Glass Lake is very popular and he especially likes doing this.

APPROVAL OF CHANGE TO THE AGENDA:

Councilman Splain made a motion to amend the Agenda. This was seconded by Councilman Glasser.

MOTION CARRIED = UNANIMOUS

RESOLUTION#159-10

Approval of Sign Application for Westfall Village

Supervisor Rounds moved and Councilman Glasser seconded the following resolution:

WHEREAS, the Town Board on August 2, 2010 referred the application of E.J.P., Inc. to the Planning Board for a site plan review pursuant to Section 250-145(a) of the Sand Lake Town Code for the purpose of erection of a sign for the identification of Bon Acre Hamlet, PDD, also known as “Westfall Village”, and

WHEREAS, on August 4, 2010 the Sand Lake Planning Board hereby reviewed said application and provided a positive recommendation to the Sand Lake Town Board on August 5, 2010, now therefore

BE IT RESOLVED, that the Sand Lake Town Board does hereby approve the application for said E.J.P., Inc.

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ADOPTED = AYES 5 NAYS 0

**RESOLUTION#160-10
Approval of Increase Rate for Returning Staff**

Councilman Glasser moved and Councilwoman Kronau seconded the following resolution:

WHEREAS, certain Youth Camp Staff who have returned have not received their increases in rate as stated in the 2010 Budget; and

WHEREAS, Lindsey Kehn and Alex Navratil did not receive their budgeted increase for pay as stated in the 2010 Budget.

ADOPTED = AYES 5 NAYS 0

**RESOLUTION#161-10
Appointment of Substitute Beach Life Guard for 2010 Season**

Councilman Glasser moved and Supervisor Rounds seconded the following resolution:

BE IT RESOLVED, that Alyssa Bonesteel is hired for the 2010 Sand Lake Town Beach as a Substitute Beach Lifeguard at the rate of \$10.25 per hour retroactive to June 25, 2010.

ADOPTED = AYES 5 NAYS 0

**RESOLUTION#162-10
Approval to Hire Public Sector HR for Revision of Employee Handbook**

Councilwoman Kronau moved and Councilman Turner seconded the following resolution:

WHEREAS, the Town of Sand Lake has adopted an employee handbook and wishes to amend and update the same, and

WHEREAS, the Town has received quotes for updating the same and after reviewing has received a low quote of \$750.00 from Public Sector HR Consultants, now therefore

BE IT RESOLVED, that the Supervisor of the Town of Sand Lake is hereby authorized to contract with Public Sector HR Consultants for the purpose of amending and updating the Town of Sand Lake Employee Handbook at a cost to the Town of \$750.00 with the terms and conditions as contained in the attached proposal.

ADOPTED = AYES 5 NAYS 0

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RESOLUTION#163-10

Authorization to pay Monolith Associates for work completed on DPW Solar Panel Grant

Councilwoman moved and Councilman Turner seconded the following resolution:

WHEREAS, Monolith Solar Associates, LLC, performed the foundational work for the NYSERDA grant for the Town of Sand Lake, and

WHEREAS, without their assistance the Town of Sand Lake would not have been successful in its receipt of the grant which was awarded to the Town of Sand Lake in the amount of \$233,100.00, and

WHEREAS, the grant will provide the Town with solar panels which will considerably reduce the cost of utility expense for the Town; now therefore

BE IT RESOLVED, that Monolith Solar Associates, LLC, shall be compensated the amount of \$6,990.00 for its work in grant writing and acquisition as services received by the Town of Sand Lake.

ADOPTED = AYES 5 NAYS 0

RESOLUTION#164-10

Approval of Assessor to attend conference

Councilwoman Kronau moved and Supervisor Rounds seconded the following resolution:

WHEREAS, the Sand Lake Town Assessor has requested to attend the NYS Assessors' Association Conference and Seminar which will be held on September 26-29, 2010, and

WHEREAS, the cost for said Seminar, with travel, lodging and meals, will be for a total expense of \$824.00; now therefore

BE IT RESOLVED, that the Assessor, Judith Goodyer, is hereby approved for expenses for the NYS Assessors' Association Conference and Seminar for a cost up to \$825 for attendance at the conference.

ADOPTED= AYES 5 NAYS 0

RESOLUTION#165-10

Approval for Town Judge to Attend Conference

Councilman Glasser moved and Councilman Turner seconded the following resolution:

WHEREAS, Paul Toomey, Sand Lake Town Justice, is required to attend training on an annual basis to maintain his ability to act as Town Justice, and

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WHEREAS, he has requested to attend the NYS Magistrates Association's 101st annual conference at the Villa Roma Resort and Conference Center, September 26 – September 29, 2010 in order to receive said required training at a cost of no more than \$750.00 for lodging, meals and travel, and

WHEREAS, payment for said expenses is required to be paid in advance, now therefore

BE IT RESOLVED, that Paul Toomey is hereby authorized to attend and receive reimbursement for his attendance at said conference for training as required for a total amount not to exceed \$750.00 to be paid in advance.

ADOPTED = AYES 5 NAYS 0

**RESOLUTION#166-10
Approval to Extend Contract for Senior Van Grant**

Councilwoman Kronau moved and Councilman Glasser seconded the following resolution:

BE IT RESOLVED, that the Supervisor is hereby authorized to execute and file the necessary paperwork to request an extension for the Senior Van grant. This extension is through the Department of State Community Project Agreement and will extend purchases made for the van until 7/31/2011.

ADOPTED = AYES 5 NAYS 0

**RESOLUTION#_____ DISCUSSION ITEM – NO ACTION TAKEN AT THIS TIME
Approval to Re-zone Old Town Garage from RR2 to PDD**

**RESOLUTION#167-10
Approval of Pricing Agreement with JGS Recycling.**

Councilman Glasser moved and Councilman Turner seconded the following resolution:

WHEREAS, the Town of Sand Lake meet with representatives of JGS Recycling at the July workshop regarding providing services to the Town for the removal of scrap materials including FREON removal, and

WHEREAS, the Town of Sand Lake Highway would like to utilize the services of JGS Recycling to remove the scrap and other materials which need to be removed, and

WHEREAS, JGS Recycling has provided a schedule of fees for the removal of materials, with said schedule being attached hereto, now therefore

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BE IT RESOLVED, that the Town of Sand Lake Highway Department is hereby authorized to utilize the services of JGS Recycling for the purposes of scrap material and waste recycling and removal.

ADOPTED = AYES 5 NAYS 0

RESOLUTION#168-10

Award Bid for Parapet Removal and Adjacent Roof Repairs

Supervisor Rounds moved to table and Councilwoman Kronau seconded to table the following resolution:

DEFEATED = AYES 2 NAYS 3 (Councilman Glasser, Councilman Splain, and Councilman Turner voted Nay)

Councilman Splain moved and Councilman Glasser seconded the following resolution:

WHEREAS, the Town of Sand Lake was supplied with information as to the need to make certain repairs to the roof which is located at Sand Lake Town Hall; and

WHEREAS, the Town Board issued a request for proposals from contractors at the regularly scheduled meeting of the board held in July, 2010; and

WHEREAS, said proposals (Bids) were received from local contractors; opened and reviewed at the Town Hall for the Town of Sand Lake in an open meeting; now therefore

BE IT RESOLVED, that JM Clark Construction is hereby awarded the work for parapet removal and adjacent roof repair for a cost of \$21,360.00; and further

BE IT RESOLVED, that JM Clark Construction shall present the town with a contract for services outlining the work to be performed on the contract; and

BE IT FURTHER RESOLVED, that the Supervisor for the Town of Sand Lake shall execute the contract with said JM Clark Construction once the same is approved by Town Attorney, Donna Cole Paul, Esq.

ADOPTED = AYES 3 NAYS 2 (Supervisor Rounds, Councilwoman Kronau voted Nay)

RESOLUTION169-10

Create Capital Project for Roof Repair

Councilman Turner moved and Councilman Glasser seconded the following resolution:

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WHEREAS, the Town wishes to create a capital project for the sole purpose of expending monies for the roof construction repair, and

WHEREAS, the Town has a capital reserve for buildings (A885) which can be utilized to fund said project, and

WHEREAS, the project is necessary due to the condition of the parapets and roof section on the Town Hall, now therefore

BE IT RESOLVED that the Town Comptroller is hereby authorized to create said capital project fund, Roof Repair Capital Project (H009), for the purpose of funding necessary repairs, and

BE IT FURTHER RESOLVED, that the Town Comptroller is authorized to transfer from the Capital Reserve Fund for Buildings (A885) in an amount not to exceed \$21,360.00 to create a Roof Repair Capital Project (H009) to be used to finance the cost of the repair of the Town Hall.

Increase appropriations A 9950.9 Transfers to Capital by appropriating A885 Capital Reserve for Buildings in the amount of \$21,360.00.

Increase revenue H009 5031 Transfers In and increase appropriations H009 1620.2 Roof Repair Capital Project \$21,360.00.

ADOPTED = AYES 5 NAYS 0

RESOLUTION#170-10

Approval of Compensation for Former Building Department Clerk

Councilwoman Kronau made a motion and Supervisor Rounds seconded to change the following resolution from Assessor Clerk to Building Department Clerk.

MOTION CARRIED - UNANIMOUS

Councilwoman Kronau made a motion and Supervisor Rounds seconded the following resolution:

WHEREAS, Michelle Kehn was employed thirty five (35) hours per week as Building Department Clerk in 2007 and 2008, in accordance with Resolution #27-07; and

WHEREAS, at the time of the increase in her hours to full time, Ms. Kehn was covered by a family health insurance policy and, accordingly, declined to take health insurance through the Town; and

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WHEREAS, Section 807 of the Employee Handbook provides that employees having alternative coverage and declining Town insurance are entitled to receive \$1500 reimbursement per year; and

WHEREAS, Ms. Kehn duly requested reimbursement from the former Town Supervisor but was not paid; now therefore

BE IT RESOLVED, the Supervisor is authorized and directed to reimburse Ms. Kehn in accordance with the provisions of the Employee Handbook \$1500 for each of the years 2007 and 2008.

DEFEATED = AYES 2 NAYS 3(Councilman Glasser, Councilman Splain, and Councilman Turner voted Nay)

**RESOLUTION#171-10
Budget Transfers**

Councilman Glasser moved and Supervisor Rounds seconded the following resolution:

Budget Transfer

FROM	TO	AMOUNT	Reason
A 1990.4 Contingency	A 1430.4 Personnel Contractual	\$1250.00	
A 1990.4 Contingency	A 1110.4 Justice Contractual	\$750.00	
H016 8120.4150 Western Burden Lk Contingency	H016 8120.4130 West. Burden Lk Engineering	\$8035.00	

Budget Amendment

Increase appropriation A 7989.4 Culture and Recreation Contractual (Bicentennial) in the amount of \$50.00 by appropriating Board Designated Bicentennial account A 892 in the amount of \$50.00 for the donation to Veterans Memorial.

ADOPTED = AYES 5 NAYS 0

RESOLUTION #172-10

Authorization for Supervisor to Execute Easement for New York State Electric and Gas at Butler Park.

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Councilman Splain motioned and Councilman Glasser seconded the following resolution:

WHEREAS, Averill Park Pop Warner Football League has requested permission to install a light pole at Butler Park for the purpose of placing a light on the Town's property at Butler Park located on Gettle Road, Sand Lake; and

WHEREAS, the Town Board granted the request of Pop Warner conditioned upon the installation being of no cost to the Town of Sand Lake; and

WHEREAS, Pop Warner has been working with New York State Electric & Gas (NYSEG) for the purpose of installing said pole and placement of said light; and

WHEREAS, NYSEG requires that an easement be signed granting NYSEG the right to install a pole, wiring, lighting and necessary appurtenances on Town property; now therefore

BE IT RESOLVED, that the Town Board for the Town of Sand Lake shall hereby authorize the Supervisor to execute an easement to New York State Electric and Gas Corporation for the purpose of installing a pole, wire, lighting, and necessary appurtenances at Butler Park located on Gettle Road, Town of Sand Lake, New York, and more fully described in the easement as attached herewith.

ADOPTED = AYES 5 NAYS 0

ADJOURNMENT:

Supervisor Round made the motion to adjourn the meeting at 8:51 P.M.

This was seconded by Councilman Turner.

MOTION CARRIED = UNANIMOUS

A complete accounting of all discussions on agenda is available for review on audio tape in the Town Clerk's Office.

Respectfully submitted,

Barbara A. Biittig
Town Clerk

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