

**TOWN OF SAND LAKE**  
**Town Board Workshop Meeting**  
**August 30, 2023**

A Town Board Workshop of the Town of Sand Lake was held on August 30, 2023 at the Sand Lake Town Hall. After the Pledge of Allegiance, the following answered roll call:

**PRESENT:** Supervisor Gallerie  
 Deputy Supervisor Clemens  
 Councilman Nippes  
 Councilman Glasser  
 Councilman Krokos  
 Town Attorney Danaher  
 Town Clerk Barbara Hansen

**Approval of Minutes:** Motion made by Councilman Nippes to approve Minutes from the August 9, 2023 Town Board Meeting. Seconded by Deputy Supervisor Clemens all were in favor and the motion carried.

**Town Clerk's Report:**

Total Revenue for July, 2023	\$11,489.50
Paid: NYS Ag & Markets	\$ 66.00
DEC – Hunting & Fishing	\$ 799.10
NYS DOH – Marriage Licenses	\$ 157.50
Balance to TOSL	\$ 10,466.90

**The Sand Lake Town Clerk's Office** is a full Passport Acceptance Facility and there are three passport agents available by appointment. It has come to our attention there are fake websites offering passport applications for a fee, who then ask for your credit card information. The official government website is: [travel.state.gov](https://travel.state.gov) and there is no fee to download the application paperwork, which is then taken to an Acceptance Facility such as ours. We had someone call who was taken in by one of the scam websites; [pass-travel-usa](https://pass-travel-usa.com) is NOT a legitimate site. Please call our office if you have any questions.

**Supervisor Gallerie's Report:** Taborton Road Bridge replacement project has been started and is expected to be completed early November, weather permitting.

Supervisor Gallerie emphasized the ground rules, set forth at the Organizational Meeting in January, for Public Comments at Town Board meetings and noted that all speakers should address the Town Board, not the audience. The Town's role in government is to provide services to the public, such as highway, sewer, Town Clerk services and enforcement of public health and safety codes and not to get involved in political issues.

Veterans: Perry Williams meeting will be held September 2 and the American Legion meeting will be September 11<sup>th</sup>.

**Deputy Supervisor Clemens Report:** The Beach closed August 27<sup>th</sup> after a great, though rainy, season. August 31 is Overdose Awareness Day. The 1<sup>st</sup> phase of the Library grant to refurbish the bathrooms was approved last year and I just received word that the 2<sup>nd</sup> phase has been approved.

**Councilman Nippes:** Music in the Park season is over. We appreciate everyone who came out all season in spite of inclement weather.

**Councilman Glasser:** The Automatic External Defibrillator for SLCA has arrived and I am completing the necessary paperwork to be filed with the State Health Department.

**Highway Commissioner Rifenburg:** Drainage work is completed, and approval received from DEC allowed us to complete culvert work. Shim paving should be done next week and one of our 2 dump trucks that were in for repair is back in service. The Gradall will hopefully be back in service next week. We are trying to get as much roadwork done before school opens and buses are on the roads.

**State Assemblyman Scott Bendett** spoke to the Board about his role in government and how pleased he is to be able to help our community. He along with many others have petitioned the State for funds to construct dedicated Pickleball Courts in Butler Park. The State of New York is going to fund it and our own Sand Lake Highway Department is going to build it. There are a lot of seniors who have taken to Pickleball and we see this as a great opportunity to make our Town Park a multi-generational facility.

There being no Public Comment the Board moved on to Business.

**BUSINESS:**

**RESOLUTION #2023-08-130**

**Adopting the New York State Unified Solar Permit**

**Moved by: Deputy Supervisor Clemens**

**Seconded by: Councilman Nippes**

**WHEREAS,** The Town of Sand Lake, Town Board duly adopted the "NYS Fire Prevention and Building Construction" code to provide minimum requirements to safeguard the public safety; and

**WHEREAS,** The Town of Sand Lake Code Enforcement Officer, administers and enforces all provisions of the New York State Uniform Fire Prevention and Building Code, the New York State Energy Code, and the Town of Sand Lake Code; and

**WHEREAS,** The Town of Sand Lake requires the issuance of a building permit for the construction, enlargement, alteration, repair, removal or demolition of any building or other structure; and

**WHEREAS,** The New York State Uniform Fire Prevention and Building Code regulates the design, construction, installation, alteration and repair of equipment and systems using solar systems; and

**WHEREAS,** The New York State Energy Research and Development Authority has developed a New York State Unified Solar Permit that reduces the cost for solar projects by streamlining municipal permitting processes: and

**WHEREAS,** The Town of Sand Lake, Town Board desires to promote the streamlining of the application process for small-scale photovoltaic system installations under 25 kW in size by

adopting the New York State Unified Solar Permit application form and implementing the new procedures, now therefore, be it

**RESOLVED**, the Town of Sand Lake, Town Board hereby adopts the New York State Unified Solar Permit application form and procedures for the installation of small scale photovoltaic systems; and it is further

**RESOLVED**, The Town of Sand Lake Code Enforcement Officer is hereby directed to use said New York State Unified Solar Permit application form (SUN-GEN-uspi-form-1) and procedures in the issuance of building permits for the installation of small-scale photovoltaic systems; and it is further

**RESOLVED**, That any further actions required of the Town of Sand Lake to effect the foregoing are hereby authorized and the Town Supervisor is hereby authorized to execute and deliver any instruments, documents or the like as required to effect the same.

**AYES 5 – NAYS 0 Motion Carried**

**RESOLUTION #2023-08-131**

**Approving Abandonment of Paper Streets known as Highland Street and Harvard Street**

**Moved by: Supervisor Gallerie**

**Seconded by: Councilman Nippes**

**WHEREAS**, the Town Board of the Town of Sand Lake has been provided with a proposed Abandonment of Paper Streets submitted by the Town DPW Commissioner pursuant to New York State Highway Law Section 205 (1) for streets laid out more than six years ago but never opened and worked, with such paper streets being known as Highland Street and Harvard Street, and

**WHEREAS**, the Town Board has reviewed such proposed abandonment of paper streets known as Highland Street and Harvard Street, as more particularly described and detailed on the attached tax map, and

**WHEREAS**, such proposed abandonment appears to be in the best interests of the Town of Sand Lake, now, therefore be it

**RESOLVED**, that the Abandonment of Paper Streets known as Highland Street and Harvard Street is hereby approved.

**AYES 5 – NAYS 0 Motion Carried**

**RESOLUTION #2023-08-132**

**Authorization for the Averill Park Junior Warriors Football and Averill Park Pop Warner Cheerleading Programs to use Butler Park for the 2023 Season**

**Moved by: Councilman Glasser**

**Seconded by: Councilman Nippes**

**WHEREAS**, the Averill Park Junior Warriors Football and Averill Park Pop Warner Cheerleading Programs are valued organizations in our community, benefitting many youth during years; and

**WHEREAS**, these organizations have recently requested the use of Butler Park and requested that the Town waive the fees associated with the use of Butler Park for practices and games; now therefore be it

**RESOLVED**, The Sand Lake Town Board hereby waives the fees in 2023 for Averill Park Junior Warriors Football and Averill Park Pop Warner Cheerleading to use Butler Park for practices and games. In exchange, the organizations will mow the grass, keep the area clean and neat, and improve the growing conditions of the field to assist the Town in maintaining Butler Park. In addition, the Averill Park Junior Warriors Football program will participate in the town-wide clean-up days sponsored by the Planning Oversight Committee; and be it further

**RESOLVED**, that, prior to the start of usage, both organizations are required to submit proof of liability insurance to the Office of the Town

**AYES 5 – NAYS 0 Motion Carried**

**RESOLUTION #2023-08-133**

**Authorizing the Solicitation of Bids for a Used Gradall XL3100 for the Department of Public Works**

**Moved by: Supervisor Gallerie**

**Seconded by: Councilman Nippes**

**WHEREAS**, the Gradall is a critical piece of equipment to the mission of the Highway Department ; and

**WHEREAS**, the 2001 Gradall XL 3100 that is currently owned by the Town of Sand Lake has developed mechanical issues that are making it unreliable and expensive to repair; and

**WHEREAS**, the cost of replacing the Gradall with a new one is in excess of \$350,000; and

**WHEREAS**, the Commissioner of Public Works has recommended that we solicit bids for a used Gradall XL3100 with less hours than our current machine; and

**WHEREAS**, the anticipated cost of replacing the Gradall will exceed the \$35,000 threshold established by New York State General Municipal Law, requiring public bidding; now therefore be it

**RESOLVED**, that the Town Board authorizes the Commissioner of Public Works to solicit bids for a used Gradall XL 3100 to replace the existing machine that we own.

**AYES 5 – NAYS 0 Unanimous**

**RESOLUTION #2023-08-134****Retaining Girvin & Ferlazzo, PC as Special Counsel to the Town of Sand Lake****Moved by: Councilman Krokos****Seconded by: Councilman Glasser**

**WHEREAS**, The Town of Sand Lake requires Special Counsel legal services in the area of Code and Zoning Matters Litigation relating thereto; and

**WHEREAS**, Girvin & Ferlazzo, PC specializes in the areas of law listed above and has worked with the Town Attorney in the past; now, therefore, be it

**RESOLVED**, that the Town Board retains Girvin & Ferlazzo, PC as Special Counsel to provide the services listed above pursuant to the attached Retainer Agreement.

**AYES 5 – NAYS 0 Motion Carried****RESOLUTION #2023-08-135****Authorizing Budget Transfers and Amendments****Moved by: Supervisor Gallerie****Seconded by: Councilman Nippes**

**Be It Resolved** the following transfers are made to the 2023 Budget:

<b>From</b>	<b>To</b>	<b>Amount</b>
A 1990.4000 Contingency Contractual	A 7310.1000 Youth Programs Personal	\$5,843.00
A 7150.4000 Special Rec. Facility Contractual	A 7150.1000 Special Rec. Facility Personal	\$ 800.00

**Budget Amendments**

Increase appropriation A 522.7140.4801 Playground & Rec Facility Contractual in the amount of \$32,980.73 by appropriating the Board Designated Park Improvement Account A 895 in the amount of \$32,980.73 for Chip Sealing expenditures associated with the Butler Park Parking Lot.

**AYES 5 – NAYS 0 Motion Carried**

There being no other business to come before the Board Councilman Nippes made a motion to adjourn at 7:28 pm. It was seconded by Deputy Supervisor Clemens and all were in favor, motion carried.

