

**TOWN OF SAND LAKE
TOWN BOARD MEETING
November 13, 2024**

A Meeting of the Town Board of the Town of Sand Lake was held on November 13th, 2024 at the Sand Lake Town Hall. After the Pledge of Allegiance, the following answered roll call:

PRESENT:
Supervisor Clemens
Deputy Supervisor Nippes
Councilman Glasser
Councilman Krokos
Councilwoman Mason
Town Attorney Craig Crist

Recording Secretary: Barbara Hansen, Town Clerk

OTHERS PRESENT: Kevin Rifenburgh, Bill Glasser, Garrett DeGraff per sign in sheet.

Approval of Minutes: After roll call Supervisor Clemens made a motion to approve the October 30th, 2024 Town Board Workshop minutes. Seconded by Deputy Supervisor Nippes all were in favor, motion carried.

Town Clerk's Report:

\$13,771.25	Total Revenue for October, 2024
80.00	Ag & Mkts for Dog Program
3,625.99	DEC Hunting and Fishing License
\$ 10,593.85	TOSL

Supervisor Clemens Report:

Town Trails Project: A Community Forum will be held Tuesday, December 2nd at 6:00 pm in Town Hall. There will be large scale site plans for inspection. Community input and questions are encouraged. Representatives in attendance will be from the Averill Park Youth Soccer League, Town Board and Assemblyman Scott Bendett's office, who provided some of the funding for this project.

Street Lights: Light outages: We were waiting for replacement materials to come in, so repairs should be underway now. Replacement parts delivery is sometimes delayed resulting in a lapse of time between reporting a light outage and repair. We apologize for the delay.

Beach Enhancement: We've received our Bid Packet and the Beach Enhancement Project will be going out to bid sometime in December or early January. Watch Contractor Reporter, Town website and Troy Record for bid information.

1st Dyke Road Bridge: We're currently working with our Engineer to come up with a remediation and stabilization plan. Bids will go out after this is completed and we will be reaching out to contractors.

Deputy Supervisor Nippes Report: Congratulated Councilwoman Karen Mason on her win on election day.

Councilman Glasser Report:

Holiday Parade: Will be held December 6th. Applications to enter a float are due by November 25th. The Parade starts at 7:00 and goes from Town Hall down Route 43 to Old Route 66 and left onto Gettle Road where it ends at Butler Park. Averill Park will be closed for about an hour as the parade passes and will be very crowded so plan accordingly. Santa and Mrs. Claus are the last float and will be at Butler Park welcoming the children when they arrive.

Emergency Services: Taborton FD Pizza Night this Saturday. AP-SL FD breakfast fundraiser this Sunday.

Councilman Krokos:

Transformation project: A collaborative effort among the Nopiates Committee, Arts, Letters and Number (ALN), SLCA, Rensselaer County Mental Health Students Assistance Program, Rensselaer County Sheriff's Office and local artists. The project aims to promote awareness, support, hope and recovery in response to substance abuse and its impact on individuals, families and communities. All submissions to the project should be received by November 24th. All entries will be exhibited December 14th – 21st at ALN and from December 28th – January 11th at SLCA.

Councilwoman Mason: SLCA is currently presenting a Comedy Show. Tickets and information are on their website.

SLHS: December 4th will be the Annual Holiday Gathering 6:00pm at SLCA.

Hazel Drew historical marker has been erected and the book, Murder at Teal Pond, is available at the Clerk's Office.

A great night was had by all at the AP Education Gala honoring Sand Lake Merchant proprietor Amanda Goyer with the Community Award.

DPW Commissioner Kevin Rifenburg: We've started to take down the Veteran Banners for the winter.

We're doing work in the shop, undercoating trucks and other repairs and continuing ditching as the weather remains warm.

Public Comment:

Garrett DeGraff: Congratulated Karen Mason on her election.

He asked the Town Clerk to see if all TB Minutes had been posted on the website.

Trails: The Feasibility Study on the Trails is being prepared by the Engineers and should be available soon.

Burden Lake Dam: He inquired as to the status on this issue. Sup Clemens responded by saying the Town had the sewer line inspected and it's in fine working condition. Our County Legislators are trying to get us a copy of the Engineer's Report on the Dam's condition, but we do not have it yet. That's all the information we have at this point.

BUSINESS:

RESOLUTION #2024-11-173

A RESOLUTION APPROVING AGREEMENT WITH THE AVERILL PARK CSD REGARDING EMERGENCY EVACUATIONS

Moved by: Councilwoman Mason

Seconded by: Deputy Supervisor Nippes

WHEREAS, the Town Board of the Town of Sand Lake has reviewed the attached MOU concerning emergency evacuations of students from the Averill Park CSD, and good cause appearing therefore,

NOW, THEREFORE BE IT RESOLVED, that the Town Board of the Town of Sand Lake hereby authorizes and approves the attached MOU concerning emergency evacuations of students from the Averill Park CSD.

AYES 5 - NAYS 0 UNANIMOUS

RESOLUTION #2024-11-174

Authorizing the Purchase of Heating and Off-Road Fuel from Rensselaer County Contract

Moved by: Supervisor Clemens

Seconded by: Councilman Krokos

WHEREAS, the Town of Sand Lake requires heating fuel for the Town Hall and Public Works Garage, and off-road diesel fuel for the Department of Public Works construction equipment; and

WHEREAS, Rensselaer County Bid 24-18 for heating and off-road vehicle fuels was extended from July 1st, 2024 until June 30th, 2025, utilizing Marabito Energy Products as the supplier, and the results of the bid were made available to municipalities and school districts in the State of New York; therefore be it

RESOLVED, that the Town Board hereby authorizes the Commissioner of Public Works and the Comptroller to purchase heating and off-road vehicle fuels from the above contract as required for Town owned facilities and equipment subject to the limits of the Town Budget.

AYES 5 – NAYS 0 UNANIMOUS

RESOLUTION #2024-11-175

Authorizing the Repayment In Full of the Stop 13 Rd Bridge Project Bond Anticipation Notice (BAN)

Moved by: Councilman Krokos

Seconded by: Supervisor Clemens

WHEREAS, The Town Supervisor's Office has received a Redemption Payment Summary in the amount of \$1,152,104.86 on a Bond Anticipation Notice (BAN) for the Sand Lake Sidewalk Improvement Project in the amount of \$1,100,000 in principle, and \$52,104.86 in interest; and

WHEREAS, this BAN must be repaid or extended for an additional year no later than November 18, 2024; and

WHEREAS, the Town is currently awaiting payment of reimbursement requests #27 from New York State Department of Transportation; and

WHEREAS, the extension of this BAN past the November 18, 2024 due date would result in the Town of Sand Lake incurring an additional interest obligation of over \$50,0000; and

WHEREAS, the Town Board has determined that the most fiscally responsible course of action is to repay the BAN prior to November 18, 2024; now therefore be it

RESOLVED, that the Town Board of the Town of Sand Lake authorizes the Town Supervisor to execute all required documents to pay the full principal and interest balance of this BAN subject to approval as to form by the Town Attorney.

AYES 5 – NAYS 0 UNANIMOUS

RESOLUTION #2024-11-176

Authorizing Changes to the 2025 Building Department Fee Schedule

Moved by: Councilman Glasser

Seconded by: Deputy Supervisor Nippes

WHEREAS, the Town of Sand Lake periodically reviews and updates its building department fee schedule to ensure that it reflects current administrative costs and service requirements; and

WHEREAS, the Town Board has reviewed the current fee schedule and determined that certain adjustments are necessary for the fiscal year 2025 to better align with increased operational costs and support the effective administration of building permits and inspections;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Sand Lake hereby amends the Building Department Fee Schedule for 2025 as follows:

1. Driveway - \$75.00
2. Title Search - \$100.00
3. Woodstove/Gas Insert - \$100.00
4. Demolition - \$150.00
5. Structural Repairs - \$200.00
6. Plumbing - \$100.00
7. Electrical - \$100.00
8. Solar Single Family - \$225
9. Solar Non-residential "Subject to Site Plan Review" - \$500.00
10. Alteration – Level 1 of structure / dwelling - \$175.00
11. Alteration – Level 2 of structure / dwelling when work exceeds 50 percent of aggregate area of the dwelling / structure - \$350.00
12. Fireworks Display - \$100.00
13. Sewer Stub - \$175.00

14. Commercial Buildings - \$350.00 for the first 1000 sq. ft. and \$150.00 for each additional 1000 sq. ft.
15. Telecommunications/Tower - \$1,500
16. Commercial Fire Inspection- \$100 First & Second Inspection, \$50/Inspection After First Two
17. Roofing-\$100

BE IT FURTHER RESOLVED, that these amended fees shall take effect on January 1, 2025, and shall remain in effect until amended or repealed by subsequent resolution of the Town Board.

BE IT FURTHER RESOLVED, that the Town Clerk is hereby directed to update the official fee schedule and provide notice to the public regarding these changes.

AYES 5 – NAYS 0 UNANIMOUS

RESOLUTION #2024-11-177

Authorizing Changes to the 2025 Planning & Zoning Fee Schedule

Moved by: Councilman Glasser, as printed

Seconded by: Supervisor Clemens

WHEREAS, the Town of Sand Lake periodically reviews and updates its planning and zoning fee schedule to ensure that it reflects current administrative costs and service requirements; and

WHEREAS, the Town Board has reviewed the current fee schedule and determined that certain adjustments are necessary for the fiscal year 2025 to better align with increased operational costs and support the effective administration of building permits and inspections;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Sand Lake hereby amends the Planning & Zoning Fee Schedule for 2025 as follows:

Area Variance Application: \$125. Per Application-up to 2 variances on one application; \$25.00 per additional variance

Use Variance Application: \$150 Per Application

Boundary Line Adjustment: \$125 per application up to two lines; \$20.00 each additional line

Scenic Preservation Application: \$75 per application

Sign Placement Application: \$75 per sign application

Site Plan Review: \$225 per application

Site Plan Review Telecommunications Towers - New or Replacement Structure: - \$1,375 per application

Site Plan Review Telecommunications Tower Modification to Existing Structure:- \$350 per application

Special Use Permit: \$175 per application

Subdivision Application: \$225 per lot (including parent lot)

BE IT FURTHER RESOLVED, that these amended fees shall take effect on January 1, 2025, and shall remain in effect until amended or repealed by subsequent resolution of the Town

Board.

BE IT FURTHER RESOLVED, that the Town Clerk is hereby directed to update the official fee schedule and provide notice to the public regarding these changes.

AYES 5 – NAYS 0 UNANIMOUS

RESOLUTION #2024-11-178

Amending the 2025 Preliminary Budget

Moved by: Councilman Krokos

Seconded by: Supervisor Clemens

WHEREAS, a Town Board held a Public Hearing on the Preliminary Budget on October 30th 2024 at which time changes to the 2025 Preliminary Budget were agreed upon by the members of the Town Board; now therefore be it

RESOLVED, that the following changes are made to the 2025 Preliminary Budget:

<u>Budget Code</u>	<u>Preliminary</u>	<u>Change</u>	<u>Difference</u>
A 522.9060.8 Hospital Insurance	\$264,738	\$275,427	\$10,689
A 980.2709.9 Employee Contributions	\$27,629	\$29,249	\$1,620

AYES 5 – NAYS 0 UNANIMOUS

RESOLUTION #2024-11-179

ADOPTING AMENDED 2025 TOWN BUDGET

Moved by: Supervisor Clemens

Seconded by: Deputy Supervisor Nippes

WHEREAS, state law requires towns to prepare and adopt a budget as a condition precedent to collecting revenues and incurring expenses; and

WHEREAS, the Town caused to be published in the Town newspaper and placed on the Town Bulletin Board and Town Website Notice of Public Hearing(s), listing the time and place of public hearing(s) to consider the 2025 Town Budget; and

WHEREAS, the Town Board conducted such Public Hearing(s) as Noticed; and

WHEREAS, after such public hearing(s), the Town Board considered the 2025 Town Budget and any applicable amendment(s) thereto; and

WHEREAS, having complied with the state requirements for notice, public hearing, and

posting; and

WHEREAS, the Town Board proposes to amend its 2025 Town Budget and adopt such 2025 Town Budget as amended.

NOW THEREFORE, BE IT RESOLVED, that the 2025 Preliminary Town Budget be amended as indicated on the attachment hereto, and that such amended 2025 Town Budget is hereby adopted.

AYES 5 – NAYS 0 UNANIMOUS

**RESOLUTION #2024-11-180
Budget Transfers/Amendments**

Moved by: Supervisor Clemens, as printed

Seconded by: Councilman Krokos

Be It Resolved the following transfers are made to the 2024 Budget:

From	To	Amount
A 1990.4 Contingency Contractual	A 1420.4 Attorney Contractual	\$2,786
A 1220.4 Supervisor Contractual	A 1420.4 Attorney Contractual	\$1,000
A 3620.4 Building Inspector Contractual	A 1440.4 Engineer Contractual	\$6,000
A 1010.1 Town Board Personal	A 9010.8 State Retirement Employee Benefits	\$3,380
A 1650.4 Central Comm. System Contractual	A 1670.4 Central Printing & Mailing Contractual	\$2,000
A 8020.4 Planning Contractual	A 1680.4 Central Data Processing Contractual	\$2,645
A 1010.4 Town Board Contractual	A 1940.2 Purchase of Land Capital Outlay	\$10
A 1010.4 Town Board Contractual	A 1940.4 Purchase of Land Contractual	\$1,625
A 8020.4 Planning Contractual	A 9730.7 Debt, BAN Interest	\$5,355

DA 5142.1
Snow Removal Personal

DA 5110.1
General Repairs Personal

\$43,000

Budget Amendments

Increase Appropriation A 522.7310.4 Youth Programs Contractual in the amount of \$17,000 by Appropriating A 980.2001.9 Park & Recreation Fees in the amount of \$17,000 for excess revenue brought in from summer camp.

AYES 5 – NAYS 0 UNANIMOUS

RESOLUTION #2024-11-181

Authorization to Contract with CDPHP Insurance Company

Moved by: Councilwoman Mason

Seconded by: Supervisor Clemens

Be it Resolved, the Town Board hereby authorizes Town Supervisor Stephen Clemens to enter into an agreement, upon review of Counsel, with CDPHP to offer health insurance coverage for eligible Town employees for the period of December 1, 2024 – November 30, 2025.

AYES 5 – NAYS 0 UNANIMOUS

Supervisor Clemens announced the Town will be hiring a new Planning and Zoning Clerk, Erin Westover, at \$19.75 per hour up to 20 hours per week. She accepted our offer of employment after the Agenda went out. We would like to get her acclimated prior to our next meeting and want to do a verbal agreement with her and the Town Board so that we can get her training started. Current Clerk, Sarah Jones, will be moving out of town soon but will be training Ms. Westover for a while to ensure a smooth transition. All Town Board members were in agreement.

There being no other business to come before the Board Sup Clemens made a motion to adjourn the meeting at 7:22 pm, seconded by Councilman Krokos, all were in favor, motion carried.