

**TOWN OF SAND LAKE TOWN BOARD MEETING
JULY 12, 2017**

A meeting of the Sand Lake Town Board was held on July 12, 2017 at 7:30 P.M. at the Sand Lake Town Hall. After the Pledge of Allegiance, the following answered roll call:

PRESENT: **Councilwoman Kronau**
 Councilman Turner
 Councilwoman Glasser
 Supervisor Fasoldt
 Town Attorney Scott Ely

ABSENT: **Councilman Beebie**

RECORDING SECRETARY: Barbara A. Biittig, Town Clerk

OTHERS PRESENT: Nancy Perry, Ed Knapp, Stuart Nippes, Frank Lewandusky and others.

CALL TO ORDER

Supervisor Fasoldt opened the Town Board meeting at 7:30 pm.

APPROVAL OF MINUTES –

Supervisor Fasoldt moved to approve the minutes of June 14, 2017 Town Board Meeting. This was seconded by Councilman Turner. Councilwoman Glasser Abstained.

MOTION CARRIED = UNANIMOUS

Supervisor Fasoldt moved to approve the minutes of February 28, 2017 Workshop Meeting. This was seconded by Councilwoman Kronau.

MOTION CARRIED = UNANIMOUS

MONTHLY REPORTS: TOWN CLERK- Barbara A. Biittig

- Money paid to Supervisor for June 2017 \$26,748.10
- Money paid to NYS Ag & Markets for spay/neuter program \$84.00
- Money paid to NYS Health Dept. for Marriage Licenses \$112.50
- Money paid to NYS Conservation for June 2017 \$1,147.95

It's the Law! This article will be in the next

Advertiser:

New York State Law requires all dogs to be licensed annually. The State requires that all Town Clerks' office process them in their local municipality. Before a license can be issued or renewed, current proof of rabies vaccination must be provided. The Rensselaer County Health Department requires all dogs three months of age or older to be vaccinated for rabies. This information is crucial for the general public's well-being. In addition, proof of spaying or

**TOWN OF SAND LAKE TOWN BOARD MEETING
JULY 12, 2017**

neutering must be presented if applicable. The fee for a neutered/spayed dog in Sand Lake is \$8.00 annually. The fee for a dog that is not neutered or spayed is \$11.00 annually. Dog owners who do not respond to the renewal notice will be contacted by the Clerk's office. In the event that the dog owner does not respond after several delinquency notices and subsequent follow-up phone calls, their name is forwarded to the Animal Control Officer for further action. The Animal Control Officer visits the residence for final compliance. If no attempt is made to license the dog after all these procedures, the dog owner can be ticketed and/or fined with non-compliance of State and Town law. The Town of Sand Lake does have a Leash Law. In addition, if your dog is lost, stolen or dies, New York State law requires you to notify the Town Clerk's Office. Failure to comply with this law can result in a lot of issues for the dog owner. Check the Town's website for additional information regarding the Towns Dog Laws.

Notice from the Passport Office. Most Countries abroad are now requiring a VISA to travel to their countries. Please check on travel.gov to see what the requirements are for travel abroad and make sure that a VISA is not required.

No beach passes are issued at the Town Beach. My office is where you must get the pass. Town Residents are free. Proof of residency is required. Nonresidents are \$30 per family for season. Day passes are \$4 per day. The swim classes are full and we can no longer take any more names this year.

I attended a Meeting of the Rensselaer Co Town Clerks Association of which I am the Treasurer at Lakeview. These meetings are very productive as we share what's going on in all of Rensselaer County Town Clerk offices. Donna Conlin, Schodack Town Clerk announced that she is retiring. She has been in office for over 30 years and has been a mentor to all new clerks. She will be missed.

I am still working with Frank Merola with regard to having a satellite office here in Sand Lake for Motor Vehicle. It looks like we may become one on a trial basis to see if it is cost effective in the near future.

If you have any questions, concerns please feel free to contact me at 518-674-2026 ext 22 or my home at 518-674-5721.

SUPERVISOR'S REPORT:

- 2018 Budget worksheets will be handed out soon to departments.
- Received Mortgage check was received - \$104,000.
- Town Sewer Bills went out.
- Update on Grants.
- DOT working on Route 150 – have begun paving
- Cable Expansion – Taborton Area
- Bob Moore Town Historian – Update on Hazel Drew Book
- Shared Service Plan update.

**TOWN OF SAND LAKE TOWN BOARD MEETING
JULY 12, 2017**

COMMITTEE REPORTS:

YOUTH – Lindsay Marshall – On file in the Town Clerk’s Office. Given by Councilwoman Kronau.

PLANNING BOARD - On file in the Town Clerk’s Office. Given by Nancy Perry

BUILDING/ZONING – On file in the Town Clerk’s Office.

Fred Erickson – Planning oversight committee – None given at this time.

ENGINEER - Lindsay Kestner – None at this time.

BOARD MEMBERS REPORTS:

PUBLIC WORKS – On file in the Town Clerk’s Office.

HIGHWAY – On file in the Town Clerk’s Office.

PLANNING OVERSIGHT/LINKAGE STUDY – None at this time.

CABLE – Supervisor gave update.

PLANNING & ECONOMIC DEVELOPMENT – Steve Beebie– Given by Councilman Turner.

PHYSICAL FACILITIES – Ray Turner– On file in the Town Clerk’s Office.

INTERNAL CONTROL – Ray Turner – On file in the Town Clerk’s Office.

PARKS AND RECREATION –Ray Turner - On file in the Town Clerk’s Office.

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

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

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

SENIORS/SENIOR VAN – Steve Beebie– Given by Councilman Turner

ART, HISTORY & CULTURE- Christine Kronau – On file in the Town Clerk’s Office.

VETERANS – Barbara Glasser. On file in the Town Clerk’s Office.

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

DISASTER PREPAREDNESS/EMERGENCY SERVICES- Barbara Glasser – On file in the Town Clerk’s Office.

COMMUNITY SUBSTANCE ABUSE AWARENESS – Barbara Glasser – On file in the Town Clerk’s Office.

ANIMAL CONTROL – Barbara Glasser - On file in the Town Clerk’s Office.

STREET LIGHTS –Ray Turner – On file in the Town Clerk’s Office

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

CONVENIENCE FACILITY – Ray Turner– On file in the Town Clerk’s Office.

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

COMMENTS FROM RESIDENTS: None at this time.

RESOLUTION#2017-07-50

Professional Engineering Services – C T Male Associates

Supervisor Fasoldt moved and Councilman Turner seconded the following resolution:

**TOWN OF SAND LAKE TOWN BOARD MEETING
JULY 12, 2017**

Whereas, the Town Board has determined the need for services of a professional engineer related to various Town projects; and

Whereas, funding for this purpose is available in Board Designated Account – Professional Services; now therefore,

Be it Resolved, that the Town Board authorizes the Supervisor to enter into project agreements with C T Male Associates for costs not to exceed \$10,000.

ADOPTED = AYES 4 NAYS 0

RESOLUTION#2017-07-51

Authorization for Visa Business Credit Card – Pioneer/UMB Bank

Supervisor Fasoldt moved and Councilwoman Kronau seconded the following resolution:

Whereas, there are occasions during the transaction of Town business whereby having a Town credit card would more efficiently facilitate business and generate cost savings to the Town; and,

Whereas, the Town Board wishes to obtain a Town credit card and establish procedures and safeguards to ensure proper use on approved transactions; now therefore,

Be it Resolved, that the Town Board authorizes, the Supervisor, upon review of Counsel, to make an application for a credit card using the VISA Business Credit Card Application and Organization Resolution and Agreement for Credit Card Program from Pioneer Commercial Savings Bank/UMB Bank and establish the following Town Officials and Staff Members as authorized users with stated limits:

Purchasing Director (\$10,000 limit)

Commissioner of Public Works (\$5,000 limit)

Building and Maintenance Employee (\$500 limit)

Be it Further Resolved, that the Town credit card shall only be used for transactions in which use of a standard voucher is either impossible or would result in a delay in the delivery of goods or services or during a time of emergency; any use of the credit card shall be done in accordance with the Town's purchasing policies and procedures and travel reimbursement policy; use of the town credit card to charge any personal purchases is strictly prohibited, regardless of whether the official or employee intends to reimburse the town for the purchase; any official or employee authorized to use the town credit card shall submit to the Comptroller original receipts for all purchases made with the card as soon as practicable after the purchase is made and a receipt received; each month the Town Comptroller shall reconcile the receipts submitted with the monthly credit card statement to insure proper card usage; and the Town Comptroller shall insure that the credit card statement is paid in full each month so that no

**TOWN OF SAND LAKE TOWN BOARD MEETING
JULY 12, 2017**

finance charges are incurred with copies of each month's credit card statement made available to the Supervisor and Town Board upon request.

ADOPTED = AYES 4 NAYS 0

RESOLUTION#2017-07-52

Endorsement – NYS Consolidated Funding Application for Butler Park Improvements

Supervisor Fasoldt moved and Councilman Turner seconded the following resolution:

Whereas, the Town of Sand Lake recognizes the importance of Butler Park as the only Town Park and community gathering space for events and activities; and

Whereas, the Town of Sand Lake also recognizes the need for improvements to Butler Park and that such improvements should be carefully planned; and

Whereas, the Sand Lake community worked together to identify needed improvements to Butler Park and developed a conceptual Master Plan for reprogramming and enhancing the Park in early 2017; and

Whereas, the Town of Sand Lake is now applying for funding from the Office of Parks, Recreation and Historic Preservation Parks, Preservation and Heritage program with a New York State Consolidated Funding Application for the development of improvements to Butler Park identified in the Master Plan; now therefore,

Be it Resolved, that the Town Board of the Town of Sand Lake does hereby approve and endorse the application to the New York State Office of Parks, Recreation and Historic Preservation for improvements to Butler Park.

ADOPTED = AYES 4 NAYS 0

RESOLUTION#2017-07-53

Endorsement – Funding Application for Butler Park Improvements

Supervisor Fasoldt moved and Councilwoman Kronau seconded the following resolution:

Whereas, the Town of Sand Lake recognizes the importance of Butler Park as the only Town Park and community gathering space for events and activities; and

Whereas, the Town of Sand Lake also recognizes the need for improvements to

**TOWN OF SAND LAKE TOWN BOARD MEETING
JULY 12, 2017**

Butler Park and that such improvements should be carefully planned and programmed to be more inclusive of activities for all ages and abilities; and

Whereas, the Sand Lake community worked together to identify needed improvements to Butler Park and developed a conceptual Master Plan for reprogramming and enhancing the Park in early 2017; and

Whereas, the Town of Sand Lake is now applying for funding from the AARP of New York Community Challenge Program for the development of improvements to Butler Park identified in the Master Plan; now therefore,

Be it Resolved, that the Town Board of the Town of Sand Lake does approve and endorse the application to the AARP of New York for much needed improvements to Butler Park.

ADOPTED = AYES 4 NAYS 0

RESOLUTION#2017-07-54

Authorization – Bobbie Arsenault Memorial Event to Benefit Make-A-Wish Foundation

Supervisor Fasoldt moved and Councilman Turner seconded the following resolution:

Whereas, Judy Miner, as the applicant/organization will be hosting the Bobbie Arsenault Memorial Event to benefit Make-A-Wish Foundation on August 18th and 19th, 2017 at Butler Park and will be applying for a beer/wine permit from the New York State Liquor Authority; and

Whereas, Four Seasons Taproom, 4 Middle Mannix Road, Rensselaer, New York will be permitted to dispense alcoholic beverages for the event in accordance with provisions of 73-7 of Sand Lake Code and upon condition that appropriate permits are obtained from the New York State Liquor Authority and insurance coverage is provided satisfactory to the Town Attorney and Town Clerk; and

Whereas, the New York State Liquor Authority requires landlord authorization granting permission for the sale or services of alcoholic beverages on said property; now therefore,

Be It Resolved, that the Town Board hereby authorizes the Supervisor to sign the Landlord Authorization Form, upon review of Counsel, granting permission for the sale or services of alcoholic beverages by the applicant for consumption on said property.

ADOPTED = AYES 4 NAYS 0

COMMENTS FROM RESIDENTS: None at this time.

Supervisor Fasoldt moved to go into Executive Session to discuss a Personnel Matter at 8:12 PM. This was seconded by Councilman Turner.

**TOWN OF SAND LAKE TOWN BOARD MEETING
JULY 12, 2017**

MOTION CARRIED = UNANIMOUS

Supervisor Fasoldt reopened the meeting at 8:41 PM and no action was taken.

Supervisor Fasoldt moved to adjourn the meeting at 8:42 PM. This was seconded by Councilwoman Kronau.

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