

**TOWN OF SAND LAKE TOWN BOARD MEETING  
MARCH 11, 2015**

A meeting of the Sand Lake Town Board was held on March 11, 2015 at 7:30 P.M. at the Sand Lake Town Hall. After the Pledge of Allegiance, the following answered roll call:

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

**ABSENT:** Councilwoman Kronau

**RECORDING SECRETARY:** Barbara A. Biittig, Town Clerk

**OTHERS PRESENT:** Nancy Perry, Russ Bennett, Fred Erickson, Brian Hunt, Michael Pouloupoulos 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 February 11, 2015 Town Board Meeting. This was seconded by Councilman Cioffi.

**MOTION CARRIED = UNANIMOUS**

Supervisor Fasoldt moved to approve the minutes of February 25, 2015 Town Board Workshop Meeting. This was seconded by Councilwoman Glasser.

**MOTION CARRIED = UNANIMOUS (Councilman Turner Abstained)**

**MONTHLY REPORTS: TOWN CLERK-** Barbara A. Biittig

- Money paid to Supervisor for March 2015, \$5,273.65
- Money paid to NYS Ag & Markets for spay/neuter program \$54.00
- Money paid to NYS Conservation for March 2015 \$91.65

All dogs that live in the Town must be licensed. Dog licenses are required by law to be renewed on a yearly basis. Renewal notices and courtesy calls are done each year. Failure to renew in a timely manner will result in a court appearance ticket. If you no longer harbor the dog you need to contact me as the law requires the owner to do so.

I have completed the Town audit. I am pleased to report that all is well in the Town Clerk's office. We continue to introduce many new money saving ideas. Shirley Neiss my Deputy Town Clerk is doing a great job updating the vault filing system. I am very proud of this new system.

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It is very user friendly. I am in the process of introducing credit card use in the Town Clerk's office soon. This will enable use of a credit card in buildings, planning and zoning also. It is coming.

To use the Convenience Facility you need to purchase permits for 2015 in my office. To obtain a permit a resident must prove that they live in Town of Sand Lake. A driver's License, light bill, telephone bill or anything that shows where you live. Senior Permits are \$15, regular are \$25. Extra cars are \$5 each. All money to use the Convenience Facility must be purchased in the Town Clerks Office such as permits, garbage bags, punch cards etc.

The Receiver of Taxes, Jill Quell has asked me to remind residents that her March hours are Wed, & Friday 9-12. She will be open Tuesday, March 31 from 9-12 this is the last day to pay taxes to the town. A two per cent penalty and a \$1 service charge is required on all bills for March 2015. March 31, 2015 post mark will be accepted. All unpaid tax bills will be returned to Rensselaer County on April 1, 2015.

Questions please call Jill at 518-674-2026 ext. 26 or at home 518-674-5273.

Yesterday, Daniel Cook from New York State Passport Bureau of Consular Affairs visited my office for its annual review. I am pleased to report that we did very well with this inspection. He was very pleased to see the new procedures that I have put into place. He would like to hold a seminar on passport training here in the future. He took several of our setups to share with other agencies. I am also pleased to report that I have been given permission to visit businesses and schools for group passports. This would be great revenue for the Town. Last month we did over 28 new passports and several renewals. We do passports for other towns and other states. Passport Day in the USA will be coming up soon. Watch for the date in the Advertiser, website and TV for more info.

A reminder to sporting groups that are planning on using Butler Park this year, you must fill out a new application, pay a nonrefundable maintenance fee of \$200 and provide a copy of insurance coverage for this year to my office.

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:**

- Town Audit is going very well.
- Working with other Towns & County with the Tax Relief Program.
- Wrote to Steve McLaughlin & Cathy Marchione regarding cable expansion.
- Attended the Association of Towns – Attended several workshops for Grants, economic development, etc.
- Has received the Town Ground Water Report – has copy in office.
- CT Male reports have been received – Exxon Mobil.

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**COMMITTEE REPORTS:**

**YOUTH** – Lindsay Marshall – Youth Director – Camp will be held at West Sand Lake School this year. Registrations will begin on April 1.

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

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

Fred Erickson – Planning oversight committee – On file in the Town Clerk’s Office.

**ENGINEER** - Lindsay Kestner – On file in the Town Clerk’s Office.

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

**CABLE** – –On file in the Town Clerk’s Office.

**PLANNING & ECONOMIC DEVELOPMENT** – Mark Cioffi – On file in the Town Clerk’s Office.

**PHYSICAL FACILITIES** - Mark Cioffi – On file in the Town Clerk’s Office.

**INTERNAL CONTROL** – Mark Cioffi – On file in the Town Clerk’s Office.

**PARKS AND RECREATION** –Mark Cioffi - None at this time.

**BEACH** – Mark Cioffi – On file in the Town Clerk’s Office.

**CULTURE AND ARTS** - Christine Kronau – None at this time.

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

**SENIORS/SENIOR VAN** – Christine Kronau – None at this time.

**ART, HISTORY & CULTURE**- Christine Kronau – None at this time.

**VETERANS** – Christine Kronau. None at this time.

**AMBULANCE/PUBLIC SAFETY** – Christine Kronau – None at this time.

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

**COMMENTS FROM RESIDENTS:**

- Michael Pouloupoulos
- Fred Erickson
- \* A complete accounting of all discussions on agenda is available for review on audio tape in the Town Clerk’s Office.

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*Supervisor Fasoldt moved to waive procedural rules to add Resolution #5 –Appointment  
– Deputy Court Administrator*

**MOTION CARRIED = UNANIMOUS**

**BUSINESS:**

**RESOLUTION#2015-03-24**

**Authorization – Amended Municipal Assessment Services, Inc. Contract**

Supervisor Fasoldt moved and Councilman Cioffi seconded the following resolution:

**Be it Resolved**, that the Town Board hereby authorizes the Supervisor, upon review of Counsel, to execute the attached amended contract with Municipal Assessment Services, Inc.

**ADOPTED = AYES 4 NAYS 0**

**RESOLUTION#2015-03-25**

**Set Fees for Sand Lake Summer Day Camp - 2015**

Supervisor Fasoldt moved and Councilman Turner seconded the following resolution:

**Be it Resolved**, that the weekly fee for the Sand Lake Summer Day Camp for 2015, inclusive of scheduled field trip expenses, be set as follows:

<u>Week</u>	<u>Regular Hours</u>	<u>Extended Hours</u>
	9:00 AM – 3:00 PM	7:15 AM–5:30 PM
#1	\$110	\$140
#2	\$110	\$140
#3	\$110	\$140
#4	\$110	\$140
#5	\$110	\$140
#6	\$110	\$140

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**Be it Further Resolved**, that there will be a Family Discount for multiple children of 10% for two or more children from the same household.

**ADOPTED = AYES 4 NAYS 0**

**RESOLUTION#2015-03-26**

**Dispensing of Alcoholic Beverages at Butler Park – Sand Lake Kiwanis**

Supervisor Fasoldt moved and Councilman Cioffi seconded the following resolution:

**Be it Resolved**, that S & S Farm Brewery of 274 Middle Road, Nassau, New York 12123 is permitted to dispense alcoholic beverages for the Kiwanis Summerfest on June 18, 19, 20 and 21, 2015 and Kiwanis Clean-up Day at Butler Park 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 Board and Town Attorney.

**ADOPTED = AYES 4 NAYS 0**

**RESOLUTION#2015-03-27**

**Budget Transfers/Amendments**

Supervisor Fasoldt moved and Councilman Cioffi seconded the following resolution:

**Be It Resolved** the following transfers are made to the 2015 Budget:

<u>From</u>	<u>To</u>	<u>Amount</u>
DA 5110.4	DA 5142.4	\$12,000
General Repair Contract.	Snow Removal Contract.	
DA 5110.4	DA 9785.6	\$ 276.91
General Repair Contract.	Installment Purchase Principal	
DA 9785.7	DA 9785.6	\$ 537.52
Installment Purchase Interest	Installment Purchase Principal	
DA 5142.1	DA 5142.11	\$ 25,000
Snow Removal Personnel	Snow Removal Overtime	

**Budget Amendments**

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Increase General Fund appropriation - A 1110.2 Justice Court Equipment in the amount of \$2000.00 and Increase General Fund revenue - A 3887.9999 JCAP Grant in the amount of \$2000.00 due to unanticipated revenue.

**ADOPTED = AYES 4 NAYS**

**RESOLUTION#2015-03-28**

**Appointment – Deputy Court Administrator**

Supervisor Fasoldt moved and Councilwoman Glasser seconded the following resolution:

**Whereas**, Town Justices Toomey and Fryer have advertised and conducted interviews for the position of Deputy Court Administrator for the Sand Lake Town Court; and

**Whereas**, in a March 5, 2015 memorandum to the Town Board, Town Justices Toomey and Fryer recommended the appointment of Robyn Thorpe; now therefore,

**Be it Resolved**, that based on the recommendation of the Town Justices, the Town Board hereby appoints Robyn Thorpe as Deputy Court Administrator for \$15.23 per hour, not to exceed 12 hours per week.

**ADOPTED = AYES 3 NAYS 0 (Councilman Cioffi abstained)**

**COMMENTS FROM RESIDENTS:** None at this time.

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

Supervisor Fasoldt moved to adjourn the meeting at 8:17 PM. This was seconded by Councilwoman Glasser.

**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