

TOWN BOARD
JANUARY 12, 2005

The Organizational meeting of the Town Board of the Town of Bethlehem was held on the above date at the Town Hall, 445 Delaware Avenue, Delmar, NY. The meeting was called to order by the Supervisor at 5:30 p.m.

PRESENT: Theresa Egan, Supervisor
Daniel Plummer, Councilman
George Lenhardt, Councilman
Thomas Marcelle, Councilman
Tim Gordon, Councilman
Kathleen A. Newkirk, Town Clerk
James T. Potter, Esq., Town Attorney

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Supervisor Egan welcomed everyone and invited them to join in the pledge of allegiance. She wished everyone happy new year. She also noted school is back in session and welcomed the students in attendance.

Supervisor Egan said the meeting would begin with public comment. She asked if anyone had any comment on any items on the agenda.

Ms. Linda Jasinski addressed the issue of the time of the Board meetings. She said her father and her ask that the Board consider changing the time of the meetings and make it a little later so people can attend. She said she does not see a lot of people coming here and apparently that was the reason for the time change. Supervisor Egan thanked Ms. Jasinski.

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Mrs. Marie Capone said she hears a lot about the same issue as Ms. Jasinski commented about. She said it is not open government if it is not available for the people. And at the same time, they cannot address the agenda when it is not on the web ahead of time. Town Clerk Newkirk noted there was a problem with the computer and it was not up on the website until today.

Supervisor Egan, in accordance with the Town Law Section 42, she appointed Daniel Plummer as Deputy Supervisor for the term expiring December 31, 2005. She thanked Mr. Plummer.

Pursuant to Sections 20 and 24 of the New York State Town Law appoint Town Attorney.

Town Attorney	James Potter	\$46,439
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The motion was made by Mr. Plummer and seconded by Mr. Lenhardt to approve the appointment of James Potter, Delmar, New York to the position of Town Attorney at a salary of \$46,439. The motion was passed by the following vote:

Ayes: Ms. Egan, Mr. Plummer, Mr. Lenhardt, Mr. Marcelle, Mr. Gordon
Noes: None.
Absent: None.

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Supervisor Egan thanked Mr. Potter and noted his help over the past year has been invaluable. She said she is looking forward to another fun year.

For an official copy of the minutes, please visit the Town Hall, 445 Delaware Avenue, Delmar, NY or call 439-4955.

Next item was to acknowledge pursuant to Article 3, Section 30 of Town Law, appointment of Colleen Hummel and Julie McNeil as Deputy Town Clerks at salaries as set forth in the Year 2005 adopted budget by Town Clerk, Kathleen A. Newkirk, CMC, RMC. Terms to run concurrent with the term of the Town Clerk and expire on December 31, 2005.

Supervisor Egan asked that Mrs. Hummel and Ms. McNeil be welcomed aboard again. She said Mrs. Hummel has been great to work with. Town Clerk Newkirk agreed.

Appoint Comptroller Judith Kehoe (term expires 12/31/06) \$74,374

The motion was made by Mr. Plummer and seconded by Mr. Lenhardt to approve the appointment of Mrs. Judith Kehoe, Delmar, New York to the position of Comptroller, term expiring 12/31/06, at an annual salary of \$74,374. The motion was passed by the following vote:

Ayes: Ms. Egan, Mr. Plummer, Mr. Lenhardt, Mr. Marcelle, Mr. Gordon
Noes: None.
Absent: None.

The next item was to adopt the salaries for the year 2005 as set forth in the budget of 2005 for the Town of Bethlehem. The following resolution was presented for adoption:

WHEREAS, the Town Board has held an organizational meeting for the year 2005, according to law,
NOW, THEREFORE, BE IT RESOLVED, that the attached list of salaries (on file in the Town Clerk's office) for the employees of the Town of Bethlehem are hereby authorized to be paid.

The foregoing resolution was presented for adoption by Mr. Plummer, seconded by Mr. Gordon and duly adopted by the following vote:

Ayes: Ms. Egan, Mr. Plummer, Mr. Lenhardt, Mr. Marcelle, Mr. Gordon.
Noes: None.
Abstain: None.
Absent: None.

The next item was to authorize Highway Department salaries according to approved grade/step schedule for 2005.

The motion was made by Mr. Plummer and seconded by Mr. Lenhardt to approve the Highway Department salaries according to the approved grade/step schedule for 2005 as follows:

<u>TITLE</u>	<u>GRADE LEVEL</u>
Highway Foreman II	17
Highway Foreman I	16
Equipment Operator II	15
Maintenance Mechanic	
Automotive Mechanic	14
Equipment Operator II	13
Equipment Operator I	12
Laborer II	10
Laborer I	7

Part-time Laborer \$8.50/hour
\$8.00/hour

The motion was passed by the following vote:

Ayes: Ms. Egan, Mr. Plummer, Mr. Lenhardt, Mr. Marcelle, Mr. Gordon.
Noes: None.
Absent: None.

Authorize Public Works Department salaries according to approved grade/step schedule for 2005.

The motion was made by Mr. Plummer and seconded by Mr. Gordon to approve the Department of Public Works' salaries according to the approved grade/step schedule for 2005 as follows:

<u>Job Title</u>	<u>Grade Level</u>
Director of Field Operations	23
Eng. Services Administrator	23
Chief Water Treatment Plant Operator	23
Deputy Chief Water Treatment Plant Operator	19
Chief Sewage Treatment Plant Operator	20
Assistant Chief Sewage Treatment Plant Operator	18
Foreman II	18
Foreman I	16
Instrumentation Mechanic/Pump Station Mechanic	14
Senior Water Treatment Plant Operator	16
Office Manager	15
Administrative Asst. I	12
Administrative Aide	10
Senior Sewage Treatment Plant Operator	16
Water Treatment Plant Operator	13
Water Treatment Plant Operator II	14
Sewage Treatment Plant Operator	13
Principle Utility Technician	13
Water Treatment Plant Operator Trainee	9
Sewage Treatment Plant Operator Trainee	9
Senior Utility Technician	12
Utility Technician	10
Utility Service Helper	7
Equipment Operator II - Maintenance Mechanic	15
Equipment Operator II	13
Equipment Operator I	12
Utility Billing Clerk	8
Senior Utility Billing Clerk	11
Clerk-Typist II	8
Clerk-Typist I	6
Temporary Employee Meter Reader	- Hourly Rate Range from Minimum wage to \$17.00/hour
Temporary Clerk - Typist	-commensurate with duties performed.
Senior Engineer	21
Assistant Engineer	19
Principal Engineering Technician	17
Senior Engineering Technician	14

For an official copy of the minutes, please visit the Town Hall, 445 Delaware Avenue, Delmar, NY or call 439-4955.

Engineering Technician	11
Engineering Aide I	7
Draftsman	7

(Longevity pay to be added to above salary rates in accordance with Town Board policy.)

The motion was passed by the following vote:

Ayes: Ms. Egan, Mr. Plummer, Mr. Lenhardt, Mr. Marcelle, Mr. Gordon.
 Noes: None.
 Absent: None.

The next item was in accordance with the policy on appointments of part time personnel, as adopted by the board in October 1993.

The motion was made by Mr. Lenhardt and seconded by Mr. Plummer to approve the appointment of the following list of part time employees:

FULL TIME

<u>TITLE NAME</u>	<u>F-T GRADE</u>	<u>100/70%</u>	<u>2005 RATE</u>
Enforcement Off.	Sleurs, Joseph	3 yr.off.	100 \$23.77
Clerk Typist I	Hulme, Ann	6	70 9.64
Clerk Typist I	Vadney, Lois	6	70 9.64
Clerk Typist I	Merritt, Ahlfied	6	70 9.64
Clerk Typist I	McCarroll, Bella	6	70 9.64
Clerk Typist I	Linda Sinuc	6	70 9.64
Clerk Typist I	McGuire, Mary Jane	6	70 9.64
Clerk Typist I	Hahn, Patricia	6	70 9.64
Maint. Helper	Turner, Jesse	6	100 12.86
Maint. Helper	Hannmann, Kathy	6	100 12.86
Maint. Helper	Susan McNally	6	100 12.86
Maint. Helper	Fred Hill	6	100 12.86
Youth Employ.	Lackner, Susan	14	70 14.32
Recycling Coord.	Fisher, Sharon	11	100 17.50
Asst. Bldg. Insp.	Dominelli, Edward	15	70 16.48
Temporary Senior Assessment Clerk	Granito, Karen	11	100 17.50

The motion was passed by the following vote:

Ayes: Ms. Egan, Mr. Plummer, Mr. Lenhardt, Mr. Marcelle, Mr. Gordon.
 Noes: None.
 Absent: None.

The next item was to authorize the appointment of Town Historian.

The motion was made by Mr. Lenhardt and seconded by Mr. Marcelle to approve the appointment of Joseph Allgaier, Delmar, New York to the position of Town Historian at an annual salary of \$2,600. The motion was passed by the following vote:

Ayes: Ms. Egan, Mr. Plummer, Mr. Lenhardt, Mr. Marcelle, Mr. Gordon.
 Noes: None.
 Absent: None.

BOARD OF APPEALS

The next item was to appoint Member of the Board of Appeals.

The motion was made by Mr. Lenhardt and seconded by Mr. Marcelle to approve the appointment of Michael Hodom, Delmar, New York to the position of Member, Board of Appeals at an annual salary of \$4,587 for the term ending December 31, 2009. The motion was passed by the following vote:

Ayes: Ms. Egan, Mr. Plummer, Mr. Lenhardt, Mr. Marcelle, Mr. Gordon.

Noes: None.

Absent: None.

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The next item was to approve the appointment of Michael Hodom, Delmar, New York, Chairman, Board of Appeals at an annual salary of \$5,877.

The motion was made by Mr. Plummer and seconded by Mr. Gordon to approve the appointment of Michael Hodom, Delmar, New York, Chairman, Board of Appeals at an annual salary of \$5,877. The motion was passed by the following vote:

Ayes: Ms. Egan, Mr. Plummer, Mr. Lenhardt, Mr. Marcelle, Mr. Gordon.

Noes: None.

Absent: None.

PLANNING BOARD

The next item was to approve the appointment of Parker Mathusa as Member of the Planning Board.

The motion was made by Mr. Marcelle and seconded by Mr. Lenhardt to approve the appointment of Parker Mathusa, Delmar, New York to the position of Member, Planning Board, term expiring December 31, 2011, at an annual salary of \$4,587. The motion was passed by the following vote:

Ayes: Ms. Egan, Mr. Plummer, Mr. Lenhardt, Mr. Marcelle, Mr. Gordon.

Noes: None.

Absent: None.

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The next item was to approve the appointment of Parker Mathusa as Chairman of the Planning Board.

The motion was made by Mr. Lenhardt and seconded by Mr. Marcelle to approve the appointment of Parker Mathusa, Delmar, New York to the position of Chairman, Planning Board, at the annual salary of \$12,145. The motion was passed by the following vote:

Ayes: Ms. Egan, Mr. Plummer, Mr. Lenhardt, Mr. Marcelle, Mr. Gordon.

Noes: None.

Absent: None.

The following item was to approve the appointment of the following Counsel to serve at the pleasure of the Town Board, in the following capacities but subject to the direction of the Town Attorney who may assign them to any additional subject matter or capacity, as and where needed.

The motion was made by Mr. Gordon and seconded by Mr. Marcelle to approve the appointment of the following Counsel to serve at the pleasure of the Town Board in the following capacities but subject to the direction of the Town Attorney who may assign them to any additional subject matter or capacity, as and where needed:

Water & Sewer District	Thomas Newman	Claim Basis
Highway Department	James Potter	Claim Basis
Personnel, Police & Labor	Michael Smith	Claim Basis
Town Court Attorneys	Andrew Kirby	\$11,034
	Thomas Newman	Claim Basis
Planning Board	Keith Silliman	\$18,998
Board of Appeals	Michael Moore	\$18,998
Blanket use	Jim McGinn	Claim Basis.

The motion was passed by the following vote:

Ayes: Ms. Egan, Mr. Plummer, Mr. Lenhardt, Mr. Marcelle, Mr. Gordon.

Noes: None.

Absent: None.

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Town Attorney Potter said he would like to recommend Tom Newman for the position of Town Court. He said he has tremendous level of experience in Town Courts throughout the Capital District. He said he thinks he would serve well there. He then asked that Jim McGinn be added on a claims basis as needed. He said Mr. McGinn has a strong background, as can be seen on his resume, in business and particularly public bidding issues. He said those come up occasionally and would be called only when and if needed. Supervisor Egan noted that Mr. Newman was approved as a Town Counsel and Mr. McGinn as a blanket use Counsel.

The following item was to approve the appointment of School Crossing Guards.

The motion was made by Mr. Lenhardt and seconded by Mr. Plummer to approve the appointment of the following School Crossing Guards at the rates indicated:

Hugh Tuohey	\$11.89/hour
Isabel D. Glastetter	11.89/hour
William Gathen	11.89/hour
Lawrence Becker	11.89/hour
Raymond Linstruth	11.89/hour
Bertie C. Reed	11.89/hour.

The motion was passed by the following vote:

Ayes: Ms. Egan, Mr. Plummer, Mr. Lenhardt, Mr. Marcelle, Mr. Gordon.

Noes: None.

Absent: None.

The next item was to acknowledge the appointment of Voting Machine Custodians for 2005 as per the Republican and Democratic Chairmen:

Alternate: Gregg Sagendorph, Jr.
William Burkhard
Clifford Thompson
Jeffrey Hammond.

Receive recommendations from Commissioner of Public Works, George Leveille, regarding the appointment of Kenneth E. Drautz as a Consultant Chemist for Water Division of the Department of Public Works, and Special Consultant:

Consultant Chemist

Water District #1 Kenneth E. Drautz \$8,785

The motion was made by Mr. Plummer and seconded by Mr. Gordon to approve the appointment of Kenneth E. Drautz as Consultant Chemist for the Water Division of the Department of Public Works and Special Consultant as requested by Commissioner of Public Works, George Leveille. The motion was passed by the following vote:

Ayes: Ms. Egan, Mr. Plummer, Mr. Lenhardt, Mr. Marcelle, Mr. Gordon.

Noes: None.

Absent: None.

The next item was to approve the appointment of Supervisors for the Fire Training Ground for 2005.

The motion was made by Mr. Marcelle and seconded by Mr. Gordon to approve the Supervisors of the Kevin M. Shea Municipal Training Center for 2005 as follows:

Charles Wickham
Richard Webster
Dan Ryan
Gregory Gould
Terry Ritz.

The motion was passed by the following vote:

Ayes: Ms. Egan, Mr. Plummer, Mr. Lenhardt, Mr. Marcelle, Mr. Gordon.

Noes: None.

Absent: None.

The next item was to adopt resolution authorizing membership dues for Town of Bethlehem employees as per the attached lists (on file in the Town Clerk's office).

The following resolution was presented for adoption.

WHEREAS, the Town Board has held an organizational meeting for the year 2005, according to law,

NOW, THEREFORE, BE IT RESOLVED, that the attached list (on file in the Town Clerk's office) of membership dues for various Town departments are hereby authorized to be paid.

The foregoing resolution was presented for adoption by Mr. Marcelle, was seconded by Mr. Gordon and duly adopted by the following vote:

Ayes: Ms. Egan, Mr. Plummer, Mr. Lenhardt, Mr. Marcelle, Mr. Gordon.

Noes: None.

Absent: None.

The following item was to authorize Town Superintendent of Highways, Gregg Sagendorph, to make highway purchases in an amount not to exceed \$10,000.00 without prior approval of the Town Board.

The motion was made by Mr. Plummer and seconded by MR. Lenhardt to approve Highway Superintendent, Gregg Sagendorph, to make highway purchases in an amount not to exceed \$10,000 without prior approval of the Town Board. The motion was passed by the following vote:

Ayes: Ms. Egan, Mr. Plummer, Mr. Lenhardt, Mr. Marcelle, Mr. Gordon.
Noes: None.
Absent: None.

In accordance with provision of Section 303 Multiple Residence Law, authorize following appointments:

Local Enforcement Officer

Bethlehem Emergency

Management Office Director

John E. Brennan

Fire Inspectors

Tom Howard

Jim Kerr

Bill Webb

Harlen Metz

Paul Miller

The next item was to approve the appointment of Board of Assessment Review:

Richard Haverly - \$120 per diem
Herbert G. Steele - \$120 per diem
Kenneth S. Ford - \$120 per diem

The motion was made by Mr. Lenhardt and seconded by Mr. Plummer to approve the appointment of the Board of Review as follows:

Richard Haverly - \$120 per diem
Herbert G. Steele - \$120 per diem
Kenneth S. Ford - \$120 per diem.

The motion was passed by the following vote:

Ayes: Ms. Egan, Mr. Plummer, Mr. Lenhardt, Mr. Marcelle, Mr. Gordon.
Noes: None.
Absent: None.

The following item was to set the mileage rate at 35 cents per mile for personnel who use their automobiles in the performance of the duties of their offices to be paid on presentation of duly itemized claims for audit by the Comptroller in accordance with Town Law, Section 102, Subdivision 1.

The motion was made by Mr. Plummer and seconded by Mr. Lenhardt to approve the mileage rate of 35 cents per mile (\$.35) for personnel who use their automobiles in the performance of the duties of their offices to be paid on presentation of duly itemized claims for audit by the Comptroller in accordance with Town Law, Section 102, Subdivision 1. The motion was passed by the following vote:

Ayes: Ms. Egan, Mr. Plummer, Mr. Lenhardt, Mr. Marcelle, Mr. Gordon.
Noes: None.

Absent: None.

PETTY CASH FUNDS - Establish in accordance with Town Law,

Section 64, Subdivision 1 (a)

Receiver of Taxes and Assessments	\$300.00
Town Clerk	200.00
Comptroller	200.00
Water District No. 1	200.00
Town Justice Department	200.00
Police Department	400.00
Recreation Department Office	150.00
Parks Pool	200.00
Highway Department	200.00
Sanitation Department	200.00

The motion was made by Mr. Plummer and seconded by Mr. Marcelle to approve the previous petty cash funds. The motion was passed by the following vote:

Ayes: Ms. Egan, Mr. Plummer, Mr. Lenhardt, Mr. Marcelle, Mr. Gordon.

Noes: None.

Absent: None.

Designate Holidays for Town of Bethlehem employees:

2005

January 1	New Years
January 17	King's Birthday
February 21	President's Day
May 30	Memorial Day
July 4	Independence Day
September 5	Labor Day
October 10	Columbus Day
November 8	Election Day
November 11	Veterans' Day
November 24, 25	Thanksgiving Day
December 23	½ day
December 26	Christmas Day
January 2	New Year's Day 2006

The motion was made by Mr. Lenhardt and seconded by Mr. Marcelle to approve the previous holiday schedule for the Town of Bethlehem employees for the year 2005. The motion was passed by the following vote:

Ayes: Ms. Egan, Mr. Plummer, Mr. Lenhardt, Mr. Marcelle, Mr. Gordon.

Noes: None.

Absent: None.

The following item was to designate banks as the depositories in which all Town officers shall deposit all money coming into their hands by virtue of their offices:

Key Bank, N.A. Albany, NY	M and T Bank Albany, NY	Evergreen Bank Glens Falls, NY
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J.P. Morgan-Chase
Albany, NY

Charter One
(Citizens Bank)
Albany, NY

Bank of America
(formerly Fleet Bank)
Albany, NY

Pioneer Savings
Troy, NY

The motion was made by Mr. Gordon and seconded by Mr. Marcelle to approve the designation of the previous banks as the depositories in which all Town officers shall deposit all money coming into their hands by virtue of their offices. The motion was passed by the following vote:

Ayes: Ms. Egan, Mr. Plummer, Mr. Lenhardt, Mr. Marcelle, Mr. Gordon.
Noes: None.
Absent: None.

The next item was to acknowledge receipt of Notice from Association of Towns regarding 2005 Annual Meeting in New York City to be held February 20, 21, 22 and 23, 2005.

Designate Delegate and Alternate to the Annual Meeting of the Association of Towns as follows:

Delegate - John Flanigan
Alternate - Theresa Egan

The motion was made by Mr. Plummer and seconded by Mr. Lenhardt to approve the designated Delegate John Flanigan and the Alternate Theresa Egan to the Annual meeting of the Association of Towns. The motion was passed by the following vote:

Ayes: Mr. Plummer, Mr. Lenhardt, Mr. Marcelle, Mr. Gordon.
Noes: None.
Absent: None.
Abstain: Ms. Egan.

Supervisor Egan requested anyone who had anything to bring up at the annual meeting to please forward the information to Mr. Flanigan or herself in the event they cannot reach Mr. Flanigan.

The following item was to set the regular Town Board Meetings for the 2nd and 4th Wednesdays of each month beginning at 5:30 p.m.

The motion was made by Mr. Plummer and seconded by Mr. Marcelle to approve setting the regular Town Board meetings on the 2nd and 4th Wednesdays of each month beginning at 5:30 p.m.

Councilman Gordon noted he would like to echo some of the sentiments that were heard from people in the audience. He said although 5:30 p.m. is convenient for him, he thinks it is a hindrance to public participation. He thinks 6:30 p.m. might be more appropriate in his opinion.

The motion was passed by the following vote:

Ayes: Ms. Egan, Mr. Plummer, Mr. Marcelle.
Noes: Mr. Gordon.
Absent: None.
Abstain: Mr. Lenhardt.

The next item was to set the official hours for business at Town Hall for 8:30 A.M. – 4:30 P.M.

The motion was made by Mr. Plummer and seconded by Mr. Lenhardt to approve setting the official hours of business at Town Hall from 8:30 a.m. to 4:30 p.m. The motion was passed by the following vote:

Ayes: Ms. Egan, Mr. Plummer, Mr. Lenhardt, Mr. Marcelle, Mr. Gordon.

Noes: None.

Absent: None.

The next item was to designate an Official Newspaper of the Town - THE SPOTLIGHT and also designate the Times Union and Ravena News Herald as additional newspapers for the publication of notices, resolutions and ordinances.

The motion was made by Mr. Plummer and seconded by Mr. Lenhardt to approve the designation of an Official Newspaper of the Town - THE SPOTLIGHT and also designate the Times Union and Ravena News Herald as additional newspapers for the publication of notices, resolutions and ordinances. The motion was passed by the following vote:

Ayes: Ms. Egan, Mr. Plummer, Mr. Lenhardt, Mr. Marcelle, Mr. Gordon.

Noes: None.

Absent: None.

The next item was to authorize the Supervisor to execute the following Leases for 2005:

Water District No. 1 - Town Hall	\$10,300.
Sewer District - Town Hall	\$10,300.
Sewer District - Town Garage, Adams St.	\$20,500.

The motion was made by Mr. Plummer and seconded by Mr. Marcelle to approve the following Leases for 2005:

Water District No. 1 - Town Hall	\$10,300.
Sewer District - Town Hall	\$10,300.
Sewer District - Town Garage, Adams St.	\$20,500.

The motion was passed by the following vote:

Ayes: Ms. Egan, Mr. Plummer, Mr. Lenhardt, Mr. Marcelle, Mr. Gordon.

Noes: None.

Absent: None.

The next item was to authorize the Supervisor to execute an Agreement with Callanan Industries - Firearms Training Site - Quarry - 2005 - \$1.00.

The motion was made by Mr. Marcelle and seconded by Mr. Lenhardt to authorize the Supervisor to execute an Agreement with Callanan Industries for the Firearms Training Site at the Quarry for the year 2005 for \$1.00. The motion was passed by the following vote:

Ayes: Ms. Egan, Mr. Plummer, Mr. Lenhardt, Mr. Marcelle, Mr. Gordon.

Noes: None.

Absent: None.

The following item was the increase of fee schedule as established by Town Board for field inspections and Engineering Review as of January 1, 2005, as follows:

ENGINEERING INSPECTION AND REVIEW FEES - 2005

Field Inspection Fees

Senior Engineer	8:00 a.m.-4:30 p.m./Monday-Friday	\$ 86.00 / hr.
Senior Engineer	O.T./Weekends/Holidays	\$129.00 / hr.
Senior Inspector	8:00 a.m.-4:30 p.m./Monday-Friday	\$ 71.00 / hr.
Senior Inspector	O.T./Weekends/Holidays	\$107.00 / hr.
Inspector	8:00 a.m.-4:30 p.m./Monday-Friday	\$ 55.00 / hr.
Inspector	O.T./Weekends/Holidays	\$ 82.00 / hr.
Survey Field Staff	8:00 a.m.-4:30 p.m./Monday-Friday	\$107.00 / hr.
Survey Field Staff	O.T./Weekends/Holidays	\$161.00 / hr.

Subdivision Review Fees

Final Plat \$110.00 / lot

Site Plan Review Fees

Application Fee \$105.00

Review & Approval Fees As Cost Incurred Basis

Planned Development District Fees

Planned Commercial District Fees (Building Project Approval)

Fees for review and approval will be billed to the owner/developer on an "as cost incurred basis". The "as cost incurred basis" is intended only to defray the normal cost accrued by the Town Engineering Division.

Planned Manufacturing District Fees (Building Project Approval)

Fees for review and approval will be billed to the owner/developer on an "as cost incurred basis". The "as cost incurred basis" is intended only to defray the normal cost accrued by the Town Engineering Division.

Planned Residence District Fees (Building Project Approval)

Fee for Engineering Review and Approval

1. For any portion of the area comprising the building project that is subdivided into lots for single-family or two-family dwellings the fee shall be \$105.00 per lot
2. For any other residential units the fee shall be \$68.00 per dwelling unit.
3. Notwithstanding the above, the total fee for the review and approval shall not exceed \$25,000.
4. For any other use permitted in a P.R.D., the review and approval fee shall be determined by the Town Engineering Division upon request of the Owner.

Fees Required From, Or By, Agencies Other Than The Town / And Fees Charged By Other Town Departments

The fee for Preliminary Plat and Final Plat (or Section) review and approval will cover highway, drainage, sanitary sewer and water supply approvals. However, if a proposed subdivision includes special features including, but not limited to heavy highway cuts or fills, excessive highway gradients, drainage detention reservoirs, sewage pumping stations or complex water distribution problems. The fee may be increased by an amount necessary to defray the additional costs to the Town for such review and approval. This additional cost may include the cost of special consultants engaged by the Town to assist in such reviews.

Costs associated with the extension of districts to provide necessary services to the project site.

Service Charges

A service charge of 1.5% per month for balances due after 30 days.

Collection of Fees

Subdivision, Site Plan and Planned Development District review fees will be collected by the Secretary of the Planning Board prior to Planning Board approval.

Councilman Plummer asked if this was the same fee schedule or if they have changed or increased. Commissioner of Public Works, George Leveille, said the fees are tracked as expenses for the Town and adjustments made. Councilman Plummer asked if they were increased. Mr. Leveille said they were and it follows

the policy put in place by the Town Board. Councilman Plummer thanked Commissioner Leveille.

The motion was made by Mr. Plummer and seconded by Mr. Lenhardt to approve the previous Fee Schedule for the year 2005. The motion was passed by the following vote:

Ayes: Ms. Egan, Mr. Plummer, Mr. Lenhardt, Mr. Marcelle, Mr. Gordon.

Noes: None.

Absent: None.

Next item was to authorize the Supervisor to execute an agreement with Albany Honor Court Program, Inc. - 2005 - \$3,000.00

The motion was made by Mr. Plummer and seconded by Mr. Lenhardt to authorize the Supervisor to execute an Agreement with Albany Honor Court Program, Inc. for the year 2005 at a cost of \$3,000. The motion was passed by the following vote:

Ayes: Ms. Egan, Mr. Plummer, Mr. Lenhardt, Mr. Marcelle, Mr. Gordon.

Noes: None.

Absent: None.

The next item was to adopt the Resolution for facsimile signature for checks drawn on accounts at Key Bank, N.A.

RESOLUTION NECESSARY FOR FACSIMILE SIGNATURES

RESOLVED: That checks of this corporation, drawn on Key Bank, N.A., may be signed by the printed facsimile signature of the Supervisor, Theresa Egan, of this corporation, with like force and effect as if said facsimile signature had been affixed by such officer or either of them, manually, and that said Bank is hereby authorized, empowered and directed to pay said checks so drawn and to charge the same to the account of this corporation, with like force and effect as if said signature had been affixed by such officer or either of them, manually, and be it

FURTHER RESOLVED: That all of the terms and conditions embodied in the agreement between said Bank and this corporation, as the same appears upon the original signature card of this corporation now in the files of said Bank, shall apply to all checks of this corporation so signed, and be it

FURTHER RESOLVED: That said Bank shall not be liable for and that this corporation does hereby waive any claim which it may have against said Bank, and does hereby agree to defend, indemnify and save harmless said Bank from any liability, loss or damage incurred by it for paying or charging to the account of this corporation any checks to which such facsimile signature may have been affixed without authority, by the unauthorized use of the machinery and equipment by which such facsimile signatures to such checks other than such die, device, machinery or equipment used by this corporation for that purpose.

The foregoing resolution was presented for adoption by Mr. Plummer, was seconded by Mr. Gordon and duly adopted by the following vote:

Ayes. Ms. Egan, Mr. Plummer, Mr. Lenhardt, Mr. Marcelle, Mr. Gordon.

Noes: None.

Absent: None.

The next item was to approval of 25 cents per page to be charged for all Freedom of Information requests and any other materials that are requested by the general public for copying.

The motion was made by Mr. Plummer and seconded by Mr. Lenhardt to approve the cost of 25 cents (\$.25) per page to be charged for all Freedom of Information requests and any other materials that are requested by the general public for copying. The motion was passed by the following vote:

Ayes: Ms. Egan, Mr. Plummer, Mr. Lenhardt, Mr. Marcelle, Mr. Gordon.
Noes: None.
Absent: None.

The next item was to authorize the Supervisor to execute an Agreement with the Town's insurance carrier to have a Public Officials Liability Policy, as well as, a Fidelity Bond in effect for the year 2005.

The motion was made by Mr. Plummer and seconded by Mr. Gordon to authorize the Supervisor to execute an Agreement with the Town's insurance carrier to have a Public Officials Liability Policy, as well as, a Fidelity Bond in effect for the year 2005. The motion was passed by the following vote:

Ayes: Ms. Egan, Mr. Plummer, Mr. Lenhardt, Mr. Marcelle, Mr. Gordon.
Noes: None.
Absent: None.

The next item was to approve the Town Board minutes of December 8 and December 22, 2004.

The motion was made by Mr. Marcelle and seconded by Mr. Plummer to approve the Town Board minutes of December 8, 2004 as submitted. The motion was passed by the following vote:

Ayes: Ms. Egan, Mr. Plummer, Mr. Lenhardt, Mr. Marcelle, Mr. Gordon.
Noes: None.
Absent: None.

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The motion was made by Mr. Lenhardt and seconded by Mr. Marcelle to approve the Town Board minutes of December 22, 2004 as submitted. The motion was passed by the following vote:

Ayes: Ms. Egan, Mr. Plummer, Mr. Lenhardt, Mr. Marcelle, Mr. Gordon.
Noes: None.
Absent: None.

The next item was a request from Building Inspector, Mark Platel, for renewal of dumping permit for 184 Port Road South, Glenmont. Supervisor Egan said it was for Port Terminal Limited.

The motion was made by Mr. Plummer and seconded by Mr. Gordon to approve the renewal of a dumping permit for 184 Port Road South, Glenmont as requested by Port Terminal Limited. The motion was passed by the following vote:

Ayes: Ms. Egan, Mr. Plummer, Mr. Lenhardt, Mr. Marcelle, Mr. Gordon.
Noes: None.
Absent: None.

The following item was a request for amendment to Building Project Approval No. 27, Price Chopper Plaza, Slingerlands. Supervisor Egan said it is basically a request to refer this back to the Planning Board.

The motion was made by Mr. Lenhardt and seconded by Mr. Gordon to approve the referral of the request for amendment to Building Project Approval No. 27 Price Chopper Plaza, Slingerlands back to the Planning Board.

Councilman Lenhardt said he had called on this item because he thought it was dealt with 2 years ago and it came back. He said he asked if it was for the site plan or not, saying he was surprised they were not anxious to start construction after the first approval.

The motion was passed by the following vote:

Ayes: Ms. Egan, Mr. Plummer, Mr. Lenhardt, Mr. Marcelle, Mr. Gordon.

Noes: None.

Absent: None.

The next item was a request from Administrator, Nan Lanahan, Parks and Recreation Department for approval of appointment of Seasonal Personnel.

The motion was made by Mr. Plummer and seconded by Mr. Marcelle to approve the appointment of Seasonal Personnel as listed in the Memorandum dated January 12, 2005 from Nan Lanahan, Administrator, Parks and Recreation Department at the titles and salaries indicated. The motion was passed by the following vote:

Ayes: Ms. Egan, Mr. Plummer, Mr. Lenhardt, Mr. Marcelle, Mr. Gordon.

Noes: None.

Absent: None.

The next item was a request from Comptroller, Judith Kehoe, for correction to 2005 Budget regarding Department of Public Works position. Supervisor Egan noted it was noticed when reviewing the salary allocations that one engineering position salary was left off. She said this is to adjust the budget for the increase in the salary line item.

The motion was made by Mr. Plummer and seconded by Mr. Lenhardt to approve the budget modification for the 2005 budget as requested by Comptroller, Judith Kehoe. The motion was passed by the following vote:

Ayes: Ms. Egan, Mr. Plummer, Mr. Lenhardt, Mr. Marcelle, Mr. Gordon.

Noes: None.

Absent: None.

The next item was a request from Chief of Police, Louis Corsi, for acceptance of donation from Frances Knapp.

The motion was made by Mr. Plummer and seconded by Mr. Gordon to approve the acceptance of a donation of \$10.00 from Frances Knapp and increase the equipment line item in the Police Department budget items by \$10. The motion was passed by the following vote:

Ayes: Ms. Egan, Mr. Plummer, Mr. Lenhardt, Mr. Marcelle, Mr. Gordon.

Noes: None.

Absent: None.

The next item was a request from Highway Superintendent, Gregg Sagendorph, for approval to go to bid for various items. Could advertise January 19, 2005 and open bids on February 1 and 2, 2005 respectively.

The motion was made by Mr. Plummer and seconded by Mr. Lenhardt to approve going to bid as requested by Gregg Sagendorph, Highway Superintendent for the following items:

Gasoline and Diesel Fuel	Heating Oil	Crushed Stone
Gravel	Topsoil	Guide Rail
Rental of Track Excavator	Utility Repair Crews	Milling
Rental of Construction Equipment	In-Place Paving.	

The motion was passed by the following vote:

Ayes: Ms. Egan, Mr. Plummer, Mr. Lenhardt, Mr. Marcelle, Mr. Gordon.

Noes: None.

Absent: None.

Supervisor Egan said in regard to updates, she knows everyone remains interested in the Porco investigation. She said it is her understanding that the DA is continuing to coordinate the introduction of testimony at the grand jury. She said she does not think the jury is meeting this week but will meet next week.

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Supervisor Egan said with respect to the EPA announcement of Bethlehem being named one of the final sites with Fort Edward for a dewatering and/or a transfer facility, EPA is conducting a public meeting on January 19, 2005 at 6:30 p.m. at the Delmar Reformed Church. She said in addition to that Commissioner Leveille and she met with DEC Commissioner, as well as, members of the Executive staff, to discuss the project and what assistance the State may be able to give the Town as we move through this process. She said she thought it was a very successful and informational meeting.

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Supervisor Egan said with respect to the comprehensive planning, BPAC met on Monday evening, noting it was a long session. She said the final version of the draft comprehensive plan is being worked on and they hope to have the draft comprehensive plan ready to be put on the web and distribution and review on January 20. She said plans are for another public workshop for February 3 on the plan at the Town Hall at 7:00 p.m. She said they will be looking for public comment again on the plan itself. She said there will be another BPAC meeting in February to consider the results of the workshop. She said she is looking forward to setting the public hearing with BPAC on the plan for the first week in March. She said depending upon the outcome of the public hearing and potential vote from the BPAC members, hopefully the Town Board will have the plan the middle of March for consideration.

Supervisor Egan said as they move forward the zoning consultant has been very involved the last several weeks since there are some drafts internally ready. She said they will be finalized and forwarded to the Town Board for their review. She said again the zoning piece will be lagged a couple weeks behind the plan so that the plan can get approved. She said the zoning will be drafted in order to enact the recommendations that were found in the plan.

Supervisor Egan said she would encourage everybody to be at the February 3rd workshop. She said the last couple workshops have been very well attended with probably close to 200 people. She said she was hoping for the same attendance.

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Supervisor Egan asked if there were any other issues or comments from the Board Members. There were none. She then asked if the public had any comment.

Mrs. Marie Capone said for the last 30 years on the organizational meeting night, there was more detail on the Town employees and their salary. She said it has been cut off. Supervisor Egan said it was not and handed Mrs. Capone a copy of the salary list.

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Supervisor Egan thanked Michael Hodom for his service on the Zoning Board of Appeals. Mr. Hodom thanked the Supervisor and Board for reappointing him to the Board of Appeals.

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The Supervisor asked for a motion to adjourn to Executive Session to discuss personnel issues.

The motion was made by Mr. Plummer and seconded by Mr. Lenhardt to approve adjourning to Executive Session to discuss personnel issues. The motion was passed by the following vote:

Ayes: Ms. Egan, Mr. Plummer, Mr. Lenhardt, Mr. Marcelle, Mr. Gordon.

Noes: None.

Absent: None.

The motion was made by Mr. Lenhardt and seconded by Mr. Plummer to adjourn the regular Town Board meeting at 6:05 p.m. The motion was carried by the following vote:

Ayes: Ms. Egan, Mr. Plummer, Mr. Lenhardt, Mr. Marcelle, Mr. Gordon.

Noes: None.

Absent: None.

Town Clerk

EXECUTIVE SESSION

There was no formal action taken at the Executive Session.