

**STATE OF NEW YORK
COUNTY OF ALBANY**

FEBRUARY 10, 2021

REGULAR MEETING

Supervisor Lyons led the Pledge of Allegiance and called the regular meeting to order at 7:03PM with the following members present: Councilmembers Palow, Conklin & Willsey. Town Clerk Clayton and Attorney Afzali were also present. The minutes of 01/20/21 were presented and on motion of Supervisor Lyons and seconded by Councilmember Palow, the minutes were accepted with one typo correction, with the following members voting aye; Supervisor Lyons; Councilmembers Palow, Conklin & Willsey.

CORRESPONDENCE

- Resignation of Cathy Shultes
- DCO Inspection report 1/12/20 – Satisfactory rating
- Mohawk Land Conservancy – visit to Switzkill Farm; no activities conflicting with conservation easement
- Inquiry regarding street light outages – Town will report to National Grid
- Notice of Violation report

DEPARTMENT REPORTS

HIGHWAY – Town Clerk Clayton read report submitted by Highway Superintendent Bashwinger, that 345 tons of salt, out of 700, have been used this year. The highway workers have done a great job keeping trucks together and Spring is just around the corner.

BUILDING CODE ADMINISTRATION – Code Enforcement Officer Townsend reported on January activity with increased value for town of \$128,000 and \$873 collected in permit fees.

PLANNING BOARD – Chairman Joe Martin reported on applications before the board; subdivision review; public hearings; reviewing proposed local laws on Solar & Home Occupation and requested that the date of 2/3/21 be used to start the review process.

APPROVING REVIEW PROCESS DATE

Supervisor Lyons made a motion seconded by Councilmember Conklin that the Planning Board will use the date of 2/3/21 to start the review process for the proposed local laws. Motion carried with the following board members voting aye; Supervisor Lyons, Councilmembers Palow & Conklin. Councilmember Willsey abstained.

COMMITTEE REPORTS

Councilmember Conklin stated that the beautification committee met and discussed LED lighting fixtures, stop signs, sidewalks.

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OLD BUSINESS

PUBLIC HEARING ON PATRIDGE RUN ROAD ABANDONMENT

Supervisor Lyons made a motion seconded by Councilmember Conklin to schedule a public hearing at 6:00PM on April 14, 2021 and to authorize the Town Clerk to post the public hearing and to send mailers to adjacent landowners. Motion Carried with the following roll call vote: Supervisor Lyons, and Councilmembers Palow, Conklin & Willsey voting aye.

LIEN ON 564 HELDERBERG TRAIL

There is no need for board action on this matter.

COUNTY PLAN FOR COUNTY MENTAL HEALTH FACILITY AT THE BERNE COMMUNITY CENTER

Councilmember Conklin reported that the meal program staff are not in favor of this at the Community Center. Supervisor Lyons stated that he has spoken to Nurse Practitioner Martin and referred the County to speak with her.

NEW BUSINESS

ACCEPTING RESIGNATION OF ADMINISTRATIVE ASSISTANT

Supervisor Lyons made a motion seconded by Councilmember Palow to accept the resignation of Cathy Shultes. Motion Carried with the following roll call vote: Supervisor Lyons, and Councilmembers Palow & Conklin voting aye. Councilmember Willsey abstained.

AUTHORIZING TOWN CLERK TO ADVERTISE FOR ADMINISTRATIVE ASSISTANT

After discussion, Supervisor Lyons made a motion seconded by Councilmember Palow authorizing the Town Clerk to advertise for an Administrative Assistant to the Planning Board and ZBA. Motion carried with the following roll call vote: Supervisor Lyons, and Councilmembers Palow, Conklin, Harris & Willsey voting aye.

CONSERVATION BOARD MEMBERS

Supervisor Lyons asked the board to begin interviews by phone.

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AUTHORIZING THE ADVERTISING FOR BIDS FOR CRUSHED STONE, ASPHALT, CONCRETE, WINTER FIBRE MIX & SANDING MATERIAL

After discussion, Supervisor Lyons made a motion seconded by Councilmember Palow directing the Town Clerk to advertise, in the Altamont Enterprise, for bids for crushed stone, asphalt, concrete sanding material, washed crushed stone, concrete, winter fibre mix and sanding material for use by the Highway Department for the year 2021 with the bids to be received until 10 AM on Monday, March 29, 2021 at which time said bids will be opened and read at the Berne Town Hall, 1656 Helderberg Trail, Berne, NY. Motion carried with the following roll call vote: Supervisor Lyons and Councilmembers Palow & Conklin voting aye. Councilmember Willsey voting nay.

PROPOSAL TO AMENDMENT OF HANDBOOK

Supervisor Lyons discussed amendments to the handbook making Library employees permanent part time to allow for sick time accrual; changing terms of part time employees to allow for accrual of sick time leave benefits. Councilmember Palow suggested putting in a pandemic clause.

MEVAC COVERAGE COSTS AND AGREEMENT SERVICES

Supervisor Lyons stated that the agreement is incorrect as these services are covered with mutual aid with Helderberg Rescue, so therefore no action is required.

SALE OF MASONIC LODGE

Mr. Sherman contacted the Town about acquiring the Masonic Lodge. Councilmember Willsey volunteered to speak with him.

ACCEPTING SUPERVISOR'S MONTHLY REPORTS FOR JANUARY

After discussion, Supervisor Lyons made a motion seconded by Councilmember Palow to accept the Supervisor's January monthly reports. Motion carried with the following roll call vote: Supervisor Lyons, and Councilmembers Palow & Conklin voting aye. Councilmember Willsey abstained.

ACCEPTING TOWN CLERK'S MONTHLY REPORT FOR JANUARY

After discussion, Supervisor Lyons made a motion seconded by Councilmember Palow to accept the Town Clerk's January monthly report. Motion carried with the following roll call vote: Supervisor Lyons, and Councilmembers Palow & Conklin voting aye. Councilmember Willsey abstained.

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ACCEPTING BUILDING & ZONING MONTHLY REPORT FOR JANUARY

After discussion, Supervisor Lyons made a motion seconded by Councilmember Palow to accept the Building & Zoning’s December monthly report. Motion carried with the following roll call vote: Supervisor Lyons, and Councilmembers Palow & Conklin voting aye. Councilmember Willsey abstained.

AUTHORIZING BUDGET TRANSFERS FOR JANUARY

After discussion, Supervisor Lyons made a motion seconded by Councilmember Palow that the budget transfers for January be authorized. Motion carried with the following roll call vote: Supervisor Lyons, and Councilmembers Palow & Conklin voting aye. Councilmember Willsey abstained.

APPROVING ABSTRACTS

After discussion, Supervisor Lyons made a motion seconded by Councilmember Palow to approve the following abstracts:

| | |
|--|---------------------|
| GENERAL FUND, HIGHWAY FUND, SEWER, UTILITIES, WITHOLDINGS FOR 2021..... | \$154,672.01 |
| Abstract #4 of 2021..... | \$ 542.07 |
| Abstract #5 of 2021..... | \$ 882.59 |
| Abstract #6 of 2021..... | \$ 15,416.23 |
| Abstract #7 of 2021..... | \$129,045.22 |
| Abstract #8 of 2021..... | \$ 8,785.90 |

Motion carried with the following roll call vote: Supervisor Lyons, and Councilmembers Palow and Conklin voting aye. Councilmember Willsey abstained.

APPROVING MONTHLY PAYMENT OF BILLS

After discussion, Supervisor Lyons made a motion seconded by Councilmember Palow to approve the payment of the monthly bills. Motion carried with the following roll call vote: Supervisor Lyons, and Councilmembers Palow and Conklin voting aye. Councilmember Willsey abstained.

AUTHORIZING TOWN CLERK TO ADVERTISE FOR RECREATION AND PARKS BOARD MEMBERS

After discussion, Councilmember Conklin made a motion seconded by Supervisor Lyons authorizing the Town Clerk to advertise Recreation and Parks board members. Motion Carried with the following roll call vote: Supervisor Lyons, and Councilmembers Palow, Conklin & Willsey voting aye.

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MOTION TO ADJOURN

There being no further business or discussion, Supervisor Lyons made the motion seconded by Councilmember Palow to adjourn the meeting. Motion carried with the following roll call vote: Supervisor Lyons, and Councilmembers Palow, Conklin & Willsey voting aye. Meeting adjourned at 7:59PM.

Respectfully submitted,

Anita C. Clayton, Town Clerk

| | | Budget Transfers | | | |
|---------|-------|--------------------------------|----|------------|--------------|
| | | Highway Fund 01/31/2021 | | | |
| | | | | To: | From: |
| DA5110E | 44022 | MAINTENANCE SUPPLIES | \$ | 693.00 | |
| DA5110E | 44028 | SAFETY SUPPLIES | \$ | 106.00 | |
| DA5110E | 44075 | BRIDGE/ROAD REPAIR | | | \$ 799.00 |
| DA5130E | 44072 | VEHICLE MAINTENANCE | \$ | 1,150.00 | |
| DA5130E | 44078 | EQUIPMENT RENTAL | | | \$ 1,150.00 |
| DA5142E | 44046 | FEES FOR SERVICES | \$ | 150.00 | |
| DA5142E | 44070 | EQUIPMENT REPAIRS/MAINTENANCE | | | \$ 150.00 |
| DA9040E | 44037 | INSURANCE | \$ | 1,868.00 | |
| DA9050E | 89050 | UNEMPLOYMENT INSURANCE | | | \$ 1,868.00 |
| | | | \$ | 3,967.00 | \$ 3,967.00 |
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| | | Budget Transfers | | | |
|---------|-------|------------------------------|----|------------|--------------|
| | | Sewer Fund 01/31/2021 | | | |
| | | | | To: | From: |
| SS8110E | 44037 | INSURANCE | \$ | 30.00 | |
| SS8110E | 44999 | MISC CONTRACTUAL EXPENSES | \$ | - | \$ 30.00 |
| | | | | | |
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