

**STATE OF NEW YORK  
COUNTY OF ALBANY**

**MAY 12, 2021**

**REGULAR MEETING**

Supervisor Lyons led the Pledge of Allegiance and called the regular meeting to order at 7:02PM with the following members present: Councilmembers Palow, Conklin, Vane & Willsey. Town Clerk Clayton, Attorney Afzali and Highway Superintendent Bashwinger were also present. The minutes of 04/14/21 were presented and Councilmember Willsey requested the adjournment motion be reviewed.

**ANNOUNCEMENTS**

- Senior Meals will return on 6/1/21, Monday, Tuesday & Friday
- Board of Assessment Review Grievance Day is 5/25/21; 3-8PM

**DEPARTMENT REPORTS**

**HIGHWAY** – Highway Superintendent Bashwinger gave report on transfer station runs; discussed beginning of paving; reported that the new truck is being used; metal chairs removed from storage; discussed breakdown of Evolution Recycling bill.

**PLANNING BOARD** – Chairman Joe Martin reported there was no new business; ZBA approved Hilltown Health Care; Historic Review approved; ACPB recommendation did not pertain as less than ½ acre was being disturbed.

**PARKS & RECREATION BOARD** – Chairman John Zelenak thanked the board for appointing him as Chairman; discussed approval of board members and would like to designate the 4<sup>th</sup> Thursday of each month as meeting date and will be discussing plans for driveway at Switzkill Farm.

**TOWN PARK** – Councilmember Palow would like to pursue having fireworks at the Town Park for 4<sup>th</sup> of July and will contact Santore's; would also like to purchase nets for the tennis courts.

**COMMITTEE REPORTS**

**Celebration Committee** - Councilmember Conklin stated that the committee will meet on 5/13/21 at 6:30PM; Fort Days in Berne is scheduled at Switzkill Farm for 6/13, a program to build nature forts and promote trails and hiking. Would like to host another road cleanup day in October.

**Beautification Committee**- Councilmember Conklin stated that flowers and plants have been purchased and will be planted on 5/27.

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**OLD BUSINESS**

**APPROVING APPRAISAL OF SWITZKILL FARM**

After discussion Councilmember Vane made a motion seconded by Councilmember Palow to have Switzkill Farm appraised for possible marketing. Motion carried with the following members voting aye: Supervisor Lyons, Councilmembers Palow & Vane; Councilmembers Conklin & Willsey voting nay.

**APPROVING DISCONTINUANCE OF SWITZKILL FARM CARETAKER AGREEMENT**

After discussion, Supervisor Lyons made a motion seconded by Councilmember Vane that with regards to change of public purpose of property that the Caretaker Agreement be discontinued. Motion carried with the following members voting aye: Supervisor Lyons, Councilmembers Palow & Vane; Councilmembers Conklin abstained and Councilmember Willsey voting nay.

**APPROVING APPOINTMENTS TO PARKS & RECREATION BOARD**

After discussion, Councilmember Vane made a motion seconded by Councilmember Palow to accept John Zelenak's recommendation for Steve Gifford, David Herman, Nelson Kent and Sean Lyons to be appointed to two-year terms to the Parks & Recreation Board. Motion carried with the following members voting aye: Supervisor Lyons, Councilmembers Palow, Conklin, Vane & Willsey.

**PROPOSED SOLAR LAW**

After discussion, Attorney Afzali stated he will incorporate changes that were discussed and send to board for further review.

**ACCEPTING CHANGES TO PROPOSED HOME OCCUPATION LAW**

After discussion, Councilmember Vane made a motion seconded by Councilmember Palow to accept the proposed changes to the Home Occupation Law and send to ACPB. Motion carried with the following members voting aye: Supervisor Lyons, Councilmembers Conklin, Palow & Vane. Councilmember Willsey abstained.

**USE OF MINI VAN**

Discussion was had regarding a vehicle for the Building Department to use on field work; money was budgeted for one vehicle. The use of the mini van is authorized to be used.

**PROPERTY LINE ADJUSTMENT LAW**

More discussion and review are needed.

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**ACCEPTING CREDIT CARD USE POLICY**

After discussion, Supervisor Lyons made a motion seconded by Councilmember Conklin to accept the Credit Card Use Policy. Motion carried with the following members voting aye: Supervisor Lyons, Councilmembers Palow, Conklin & Vane. Councilmember Willsey – nay.

**NEW BUSINESS**

**AUTHORIZING TOWN CLERK TO ADVERTISE FOR DOG CONTROL OFFICER.**

After discussion, Supervisor Lyons made a motion seconded by Councilmember Palow authorizing the Town Clerk to advertise for Dog Control Officer. Motion carried with the following roll call vote: Supervisor Lyons, and Councilmembers Palow, Conklin, Vane & Willsey voting aye.

**ACCEPTING RESIGNATION OF ALTERNATE PLANNING BOARD MEMBER AND AUTHORIZE TOWN CLERK TO ADVERTISE**

After discussion, Supervisor Lyons made a motion seconded by Councilmember Vane to accept the resignation of Carl Trichilo as alternate planning board member and authorize Town Clerk to advertise for same. Motion carried with the following roll call vote: Supervisor Lyons, and Councilmembers Palow, Conklin, Vane & Willsey voting aye.

**APPOINTING AUDITORS FOR AUDITS OF SUPERVISOR REPORTS**

After discussion, Supervisor Lyons made a motion seconded by Councilmember Palow to appoint Councilmembers Palow, Conklin & Vane as auditors for 2019 and 2020 Supervisor reports. Motion carried with the following roll call vote: Supervisor Lyons, and Councilmembers Palow, Conklin, Vane & Willsey voting aye.

**AUTHORIZING PAYMENT OF AMERICAN AERIAL REPAIR BILL**

After discussion, Councilmember Vane made a motion seconded by Councilmember Palow to authorize the payment of American Aerial repair bill for the bucket truck in the amount not to exceed \$3,688.96. Motion carried with the following roll call vote: Supervisor Lyons, and Councilmembers Palow, Conklin, Vane & Willsey voting aye.

**FRADULENT ATTEMPTS FOR UNEMPLOYMENT INSURANCE**

Supervisor Lyons discussed the fraudulent unemployment insurance claims that have been targeted towards municipalities. Supervisor Lyons will draft letter to State representatives asking for assistance at State level.

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**APPOINTING KEVIN FLENSTED AS PART TIME BUILDING INSPECTOR**

Supervisor Lyons made a motion seconded by Councilmember Palow approving the hiring of Kevin Flensted as a part-time permanent Building Inspector @ \$19 per hour for 12 hours per week, 6-month probation, FLSA non-exempt employee, unclassified, civil service exempt, effective 4/15/21. Motion carried with the following members voting aye: Supervisor Lyons, Councilmembers Palow, Conklin, Vane & Willsey.

**AUTHORIZING PAYMENT OF EVOLUTION RECYCLING BILL**

Supervisor Lyons made a motion seconded by Councilmember Palow authorizing the payment of Evolution Recycling bill in an amount not to exceed \$1,493.99. Motion carried with the following members voting aye: Supervisor Lyons, Councilmembers Palow, Conklin, Vane & Willsey.

**ACCEPTING SUPERVISOR'S MONTHLY REPORTS FOR APRIL**

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

**ACCEPTING TOWN CLERK'S MONTHLY REPORT FOR APRIL**

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

**ACCEPTING BUILDING & ZONING MONTHLY REPORT FOR APRIL**

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

**AUTHORIZING BUDGET TRANSFERS FOR APRIL**

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

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**APPROVING ABSTRACTS**

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

<b>GENERAL FUND, HIGHWAY FUND, SEWER, UTILITIES, WITHOLDINGS FOR 2021.....</b>	<b>\$ 61,828.96</b>
<b>Abstract #29 of 2021.....</b>	<b>\$ 9,446.25</b>
<b>Abstract #30 of 2021.....</b>	<b>\$ 5,369.40</b>
<b>Abstract #31 of 2021.....</b>	<b>\$ 5,037.59</b>
<b>Abstract #32 of 2021.....</b>	<b>\$ 6,967.15</b>
<b>Abstract #33 of 2021.....</b>	<b>\$ 5,793.00</b>
<b>Abstract #34 of 2021.....</b>	<b>\$ 10,608.13</b>
<b>Abstract #35 of 2021.....</b>	<b>\$ 493.82</b>
<b>Abstract #36 of 2021.....</b>	<b>\$ 18,113.62</b>

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

**MOTION TO ADJOURN**

There being no further business or discussion, Supervisor Lyons made the motion seconded by Councilmember Conklin to adjourn the meeting. Motion carried with the following roll call vote: Supervisor Lyons, and Councilmembers Palow, Conklin, Vane & Willsey voting aye. Meeting adjourned at 9:13PM.

Respectfully submitted,

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Anita C. Clayton, Town Clerk

<b>General Fund</b>			
<b>Budget Transfers</b>			
<b>4/30/2021</b>		<b>To</b>	<b>From</b>
A -11-1110-0000-44300	DUES/MEMBERSHIP/SUBSCRIPTION	\$ 52.00	
A -11-1620-0000-44028	SAFETY SUPPLIES	\$ 1,316.00	
A -11-1620-0000-44036	TELEPHONE	\$ 1,485.00	
A -11-1620-0000-44041	COMPUTER FEES	\$ 562.00	
A -11-1620-0000-44101	ELECTRIC	\$ 382.00	
A -11-1910-0000-44037	INSURANCE	\$ 300.00	
A -15-5132-0000-44028	SAFETY SUPPLIES	\$ 1.00	
A -18-8160-0000-17360	SUBSTITUE RECYCLING OFFICER	\$ 2,500.00	
A -19-9060-0000-44977	INSURANCE BUY OUT	\$ 5,000.00	
A -11-1620-0000-44999	MISC CONTRACTUAL EXPENSES		\$ 3,745.00
A -11-1110-0000-44999	MISC CONTRACTUAL EXPENSES		\$ 52.00
A -18-8160-0000-17355	TRANSFER STATION II		\$ 2,500.00
A -19-9060-0000-44976	PREMIUM PAYMENT		\$ 5,000.00
A -11-1990-0000-44999	MISC CONTRACTUAL EXPENSES		\$ 301.00
		\$ 11,598.00	\$ 11,598.00
<b>Highway</b>			
<b>Budget Transfers</b>		<b>To</b>	<b>From</b>
DA -11-1990-0000-44999	MISC CONTRACTUAL EXPENSES		\$ 7,262.00
DA -15-5142-0000-19990	OVERTIME	\$ 949.00	\$ -
DA -15-5142-0000-44077	ROAD MATERIALS/SAND AND SALT	\$ 6,313.00	\$ -
<b>Budget Transfers</b>		<b>To</b>	<b>From</b>
SS -18-8110-0000-44070	EQUIPMENT REPAIRS/MAINTENANCE	\$ 322.00	
SS -18-8110-0000-44999	MISC CONTRACTUAL EXPENSES	\$ 150.00	
SS -20-9901-0000-99960	TRANSFER CAPITAL REPAIR RESERV		\$ 472.00