

**State of New York  
County of Albany**

**7PM REGULAR MEETING**

Supervisor Palow called the meeting to order by asking everyone to stand for the Pledge of Allegiance, roll call attendance was taken Councilmembers Clayton, Doolin, Thiem and Vane all present and Attorney Afzali & Town Clerk Kristin De Oliveira were also in attendance.

**APPROVING MINUTES**

Supervisor Palow made a motion to accept and approve the minutes from 2-23-2022, he was seconded by Councilmember Clayton, all were in favor and the motion passed.

**CORRESPONDENCE**

**Solar Letter Public Comment**

A letter sent to Town Clerk from a resident spoke of the support for the revised solar law and as well as looking forward to the development of utilizing solar energy in the Town of Berne.

**DEPARTMENT REPORTS**

**Highway Garage/ Transfer Station**

Highway Superintendent Bashwinger spoke of some employment shifts at the transfer station, but things were going well. Mr. Bashwinger also commented on the increased prices for items and one of high concern is the paper shredding companies.

**Planning Board**

Planning Board Chairman Mr. Martin said the Planning Board is putting together a survey to send to residents which they also hope to also offer electronically.

**Zoning Board of Appeals**

ZBA Chairman Mr. Spargo said the next meeting would be held March 16 at 6:30 with a public hearing regarding the Horn's Proposed garage on East Shore Road.

**Library**

Mrs. Kathy Stempel announced the annual Friends of Library book sale would be held March 26. She was also happy to announce that story time would begin again on Tuesdays at 1030 at the library for the first time since in 2 years.

**PUBLIC COMMENT**

Dave Brennan was present requesting information regarding the dam at Helderberg Lake.

**OLD BUSINESS**

**Accepting Justice Court Audit**

After discussion Supervisor Palow made a motion seconded by Councilmember Vane to accept and authorize the court justice audit from 2021 and authorizing Town Clerk De Oliveira to mail to the NYS comptroller's officer. Supervisor Palow and Councilmembers Doolin, Clayton, Thiem and Vane all voting aye.

**Authorizing Updates to Procurement Policy**

Supervisor Palow made a motion seconded by Councilmember Clayton to remove some people from the procurement policy. Supervisor Palow and Councilmembers Doolin, Clayton, Thiem and Vane all voting aye.

**Setting Date for Solar Law Public Hearing**

After discussion Super Palow made a motion seconded by Councilmember Vane to set a Public Hearing for the revised "Local Law # 3 of 2022 Solar Law Energies" on April 13<sup>th</sup> at 6:30pm. Supervisor Palow and Councilmembers Doolin, Clayton, Thiem and Vane all voting aye.

**Update on Switzkill Farm**

Supervisor Palow informed the Town Board of a meeting with Dan Macoy to form a partnership with Albany County regarding the maintenance and upkeep of Switzkill Farm. Supervisor Palow announced that this was in the preliminary stages but was an opportunity with lots of potential.

**NEW BUSINESS**

**Approving Purchase of Munis Software Upgrade**

After discussion Supervisor Palow made a motion seconded by Councilmember Doolin to purchase the software upgrade from Tyler Technology in an amount not to exceed \$5,108.00. Supervisor Palow and Councilmembers Doolin, Clayton, Thiem and Vane all voting aye.

**Adopting NYS Local Government 1 Retention Schedule for Records Management**

Supervisor Palow made a motion seconded by Councilmember Vane to adopt the “NYS 2020 Local Government 1” retention schedule for records management. Supervisor Palow and Councilmembers Doolin, Clayton, Thiem and Vane all voting aye.

**Authorizing Purchase of Garage Door Openers for Highway Garage**

After discussion Supervisor Palow made a motion seconded by Councilmember Clayton to approve the purchase of new garage door openers from Albany Overhead Door in an amount not to exceed \$9,550. Supervisor Palow and Councilmembers Doolin, Clayton, Thiem and Vane all voting aye.

**Authorizing Town Clerk to Advertise for Highway Material Bids**

Supervisor Palow made a motion seconded by Councilmember Clayton authorize Town Clerk De Oliveira to advertise for highway material bids for an April 4<sup>th</sup> bid opening. Supervisor Palow and Councilmembers Doolin, Clayton, Thiem and Vane all voting aye.

**Authorizing Purchase of IPS Update for Building & Zoning**

After discussion Supervisor Palow made a motion seconded by Councilmember Vane to purchase the IPS Update for Building and Zoning in an amount not to exceed \$4900.00. Supervisor Palow and Councilmembers Doolin, Clayton, Thiem and Vane all voting aye.

**Authorizing Frame Repair for 1997 Osh Kosh Dump Truck**

After discussion with Highway Superintendent Randy Bashwinger Supervisor Palow made a motion seconded by Councilmember Clayton to approve the repairs of 1997 Osk Kosh Dump Truck Frame repair by the Town of Guilderland in an amount not to exceed \$13,747.20. Supervisor Palow and Councilmembers Doolin, Clayton, Thiem and Vane all voting aye.

**DISCUSSION AND APPROVAL OF MONTHLY FINANCIAL REPORTS**

Supervisor Palow made a motion to accept the Supervisor’s Financial Report from February 2022 seconded by Councilmember Clayton. Motion carried with the following roll call vote: Supervisor Palow, and Councilmembers Clayton, Doolin, Thiem and Vane voting aye.

Supervisor Palow made a motion to accept the Town Clerk’s Financial Report from February 2022 seconded by Councilmember Doolin motion carried with the following roll call vote: Supervisor Palow, and Councilmembers Clayton, Doolin, Thiem and Vane voting aye.

Supervisor Palow made a motion to accept the Building and Zoning’s Financial Report from February 2022 seconded by Councilmember Vane, motion carried with the following roll call vote: Supervisor Palow, and Councilmembers Clayton, Doolin, Thiem and Vane voting aye.

**AUTHORIZING BUDGET TRANSFERS FOR FEBRUARY?**

After discussion, Supervisor Palow made a motion seconded by Councilmember Clayton that the budget transfers for February be authorized. Motion carried with the following roll call vote: Supervisor Palow, and Councilmembers Clayton, Doolin, Thiem and Vane voting aye.

**APPROVING ABSTRACTS AND PAYMENT OF MONTHLY BILLS**

After discussion, Supervisor Palow made a motion seconded by Councilmember Doolin to approve the following abstracts and payment bills:

**GENERAL FUND, HIGHWAY FUND, SEWER, UTILITIES WITHOLDINGS FOR 2022**

- Abstract #12 of 2022                      \$10,662.27
- Abstract #13 of 2022                      \$18229.91
- Abstract#14 of 2022                      \$67,815.93
- Abstract #15 of 2022                      \$11,849.24

**Total of Abstracts #12-#15 2022              \$579,224.22**

Motion carried with the following roll call vote: Supervisor Palow, and Councilmembers Clayton, Doolin, Thiem and Vane voting aye.

**MOTION TO ADJOURN**

There being no further business or discussion, Supervisor Palow made the motion seconded by Councilmember Clayton to adjourn the meeting. Motion carried with the following roll call vote: Supervisor Palow, and Councilmembers Clayton, Doolin, Thiem and Vane voting aye. Meeting adjourned at 9:31PM.

Respectfully submitted,

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Kristin De Oliveira, Town Clerk