

July 10, 2024

**ALBANY COUNTY NEW YORK
REGULAR MONTHLY MEETING**

Supervisor Palow led the pledge of allegiance and called the meeting to order at 7:02PM with the following role call attendance: Councilmembers Doolin, Martin, and Thiem present, also in attendance Highway Superintendent Bashwinger and Town Clerk De Oliveira.

ACCEPT MEETING MINUTES

Supervisor Palow made a motion seconded by Councilmember Doolin to accept the June 12, 2024, meeting minutes, Supervisor Palow and Councilmembers Doolin, Martin and Thiem all voting aye.

CORRESPONDENCE

Supervisor Palow discussed the Firework show on June 29th at the Town Park in honor of July 4th that was very well done and sponsored by Daniel McCoy and Albany County. He extended a big thanks to Councilmember Doolin for volunteering and helping to scoop the free ice cream provided by the Town and a big thank you to Mary Claire Ansbro Parks & Recreation Advisory Board Chair for all her assistance with setting up and serving residents. Also, a big thank you to Kenneth's Army for their donation of chips, hot dogs & juice providing food to the kids.

Supervisor Palow was proud to announce the Town received an award letter for a Grant from Albany County Parks & Recreation for \$13,847 to fund work installing the Lights at the Town Park.

Lastly an update on Switzkill Farm: all the paperwork was in the works and the closing should occur in the next 2 weeks. Supervisor Palow wanted to remind everyone that the Town and residents would still have access going forward. Also, the fields have been hayed by a local farmer Roger Chrysler.

PUBLIC COMMENT

Marie Lounsbury was looking for an update on the sign that was discussed last month at the meeting. The Board did reassure her that it was in the works and there were a few outstanding things that needed to be completed with the Building Department. The Board was hopeful the sign would be up within 30 days and before December 2025.

Michael Vincent let the Town Board know how great the Park looks, especially with the new Road and thanked the Town Board for their efforts.

DEPARTMENT REPORTS

Highway- Superintendent Bashwinger reminded the Board that the paving for 2024 was completed. The shoulders have been started but the machine that was being used was a 1930 model and very slow, luckily the County was able to step in and loan the Town equipment saving the Town money. A small Chevy Plow truck is currently at the dealer and has some damage under the body of the vehicle. The Board discussed options for spraying the undercoating of trucks to protect them from salt.

TRANSFER STATION- Highway Superintendent Bashwinger residents continue to say good things about the clean space, helpful workers and the revenue from bottle money.

LIBRARY- Library Director Kathy Stempel handed out lollipops promoting the summer reading program and stated they had 66 participants so far.

ZONING BOARD- Chairman Spargo stated the zoning board of appeals was waiting on the planning board for updates on the TJA solar project. There is also an ongoing issue with a Septic permit and is working with the homeowners to resolve it.

OLD BUSINESS

MVP FITNESS COURT FOR PARK UPDATE

Supervisor Palow discussed a Zoom meeting with David Chavez regarding the MVP fitness court grant opportunity for the Town Park. A second meeting was going to be on July 11th for more details and next steps. Albany County would be helping the Town implement and pay for the program which helps to drive a healthy community and would allow for an area offering a full body workout and an area for workout classes.

KENNEL UPDATE FOR ACO

ACO Paul Gribbin has been working to get his home kennel up and running, he is still pending a few improvements and final inspection from NYS Ags and Market. Supervisor Palow made a motion seconded by Councilmember Doolin to authorize Town Clerk De Oliveira to send a letter of cancellation to Daisey's Dog retreat giving 30 days notice of terminating the contract and signing the new contract with Helderberg Kennels LLC, Supervisor Palow and Councilmembers Doolin, Martin and Thiem all voting aye.

NEW BUSINESS

DISCUSS PETTY CASH FOR TOWN CLERK'S OFFICE

The Town Clerk was requesting an increase for petty cash that can be used for postage, vouchers would be processed with receipts to reimburse. Councilmember Dooling made a motion seconded by Councilmember Martin to authorize petty cash in an amount not to exceed \$300, Supervisor Palow and Councilmembers Doolin, Martin and Thiem all voting aye.

DISCUSS AND APPROVE NEW PART TIME HIRE LARRY PAGE

Supervisor Palow made a motion seconded by Councilmember Doolin to approve the hire of part time seasonal highway employee at \$20 an hour FLSA, noncompetitive, civil service exempt up to 20 hours ago, Supervisor Palow and Councilmembers Doolin, Martin and Thiem all voting aye.

DISCUSS REPAIR OF SEWER GRINDER PUMP SIEWART EQUIPMENT

Supervisor Palow made a motion seconded by Councilmember Doolin to approve the repair of a damaged sewer grinder pump per Jason Preisner's recommendation in an amount not to exceed \$1485, Supervisor Palow and Councilmembers Doolin, Martin and Thiem all voting aye. Budget transfer: Repair sewer SS8110-0000-44070 \$ 1485

SS8110-0000-44070 \$1485 transfer in SS9901-0000-99960 \$1485 transfer out

DICUSS BILL FOR TRUCK #22 REPAIR OVER PROCUREMENT

Supervisor Palow made a motion seconded by Councilmember Martin to approve payment to Milton Cat in an amount not to exceed \$1974.23 from budget line DA5130-0000-044070, Supervisor Palow and Councilmembers Doolin, Martin and Thiem all voting aye.

DISCUSS EMERGENCY PURCHASE OF FLOW METER FOR SEWER PLANT

The flow meter stopped working at the Sewer Plant- this is a piece of equipment used daily for the Wastewater Treatments measurements that are required in NYS DEC Reporting. The emergency purchase was approved however an invoice has still not been received, neither has the product. Supervisor Palow made a motion to approve and pay the invoice to Aquatics in an amount not exceeding \$5113.00, Supervisor Palow and Councilmembers Doolin, Martin and Thiem all voting aye.

DISCUSSION AND APPROVAL OF MONTHLY FINANCIAL REPORTS

Supervisor Palow made a motion to accept the Supervisor's Financial Reports from June 2024 seconded by Councilmember Doolin including: • Packet A – Abstracts • Packet B- Budget to Actual Reports Supervisors' reports for revenue per fund, Supervisor's reports for expenditures per fund and budget transfers report if required. • Packet C – Bank Reconciliations and bank statements for June • Packet D - Cash balance report and Balance sheet Report. Motion carried with the following roll call vote Supervisor Palow and Councilmembers Doolin, Martin, and Thiem all voting aye.

Supervisor Palow made a motion to accept the Town Clerk's Financial Report from June 2024 seconded by Councilmember Thiem, motion carried with the following roll call vote: Supervisor Palow and Councilmembers Doolin, Martin, and Thiem all voting aye.

Supervisor Palow made a motion to accept the Building and Zoning's Financial Report from June 2024 seconded by Councilmember Doolin, motion carried with the following roll call vote: Supervisor Palow and Councilmembers Doolin, Martin, and Thiem all voting aye.

APPROVING ABSTRACTS AND PAYMENT OF MONTHLY BILLS

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

Abstract #20 2024 \$1,825.00 (Vouchers 643-654) Prepaid Utilities
Abstract #21 2024 \$62,953.87 (Vouchers 655-682) Prepaid Utilities
Abstract #22 2024 \$584.15 (Vouchers 683 & 684) Regular Abstract
Abstract #23 2024 \$4,750.78 (Voucher 685) Regular Abstract
Abstract #24 2024 \$39,975.72 (Vouchers 686 & 734) Regular Abstract
Abstract #25 2024 \$183,382.96 (Voucher 735) Regular Abstract CHIPS

Total Abstracts: \$293,472.46

Motion carried with the following roll call vote: Supervisor Palow and Councilmembers Martin, and Thiem all voting aye.

AUTHORIZING BUDGET TRANSFERS FOR JUNE

Supervisor Palow made a motion seconded by Councilmember Doolin to approve the Budget transfers in packet B for the month of June, motion carried with the following vote: Supervisor Palow and Councilmembers Doolin, Martin, and Thiem all voting aye.

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GENERAL FUND, HIGHWAY FUND, SEWER, UTILITIES & WITHHOLDINGS

Supervisor Palow made a motion seconded by Councilmember Thiem to authorize payment of bills -motion carried with the following vote: Supervisor Palow, Councilmembers Doolin, Martin, and Thiem all voting aye.

MOTION TO ADJOURN

Supervisor Palow made the motion seconded by Councilmember Doolin to adjourn the meeting. Motion carried with the following roll call vote: Supervisor Palow and Councilmembers Doolin, Martin, and Thiem all voting aye. The meeting adjourned at **8:02PM.**

Respectfully submitted,

Kristin De Oliveira, Town Clerk