

**WESTERLO TOWN BOARD
WORKSHOP MEETING
OF
TUESDAY, FEBRUARY 20, 2018**

The Town of Westerlo Town Board held a workshop meeting on February 20, 2018 at the Town Hall located at 933 County Route 401, Westerlo, NY. Councilman Boone opened the workshop at 7:05 PM with the Pledge of Allegiance to the Flag.

Attending were: Councilwoman Amie L. Burnside
Councilman Richard Filkins
Councilman Joseph J. Boone

Absent were: Supervisor Richard H. Rapp
Councilman Anthony W. Sherman

Also attending were: Highway Superintendent Jody Ostrander, Zoning Board member John Sefcik, Deputy Supervisor/CEO/Zoning Administrator Edwin H. Lawson, Deputy Town Clerk II Karla Weaver and approximately three residents.

Greenville Pioneer

Councilman Boone mentioned utilizing the Greenville Pioneer newspaper as another source to publish information in as discussed at the last Town Board meeting. It was his understanding that Councilman Sherman was in contact with the publisher Andrea Macko who would allow us to publish in the community notes page as they do not have a true legal section and do not notarize. Since the Greenville Pioneer is only published every two weeks, the Town would still have to advertise in the Altamont Enterprise to fulfill the legal obligation. It was brought to the Boards attention by a resident that the Altamont Enterprise was being sold in Greenville and Deputy Town Clerk Karla Weaver will reach out for confirmation.

Water Board Vacancy and Extension of Water District

Councilman Boone gave an update on the water board vacancy. He mentioned that a letter was sent out to all water district members notifying of a vacancy and to date there were two replies. Currently the board is at a point where they can begin scheduling interviews for the two applicants but would like to discuss with Supervisor Rapp before setting interview up.

Councilman Boone advised that the 30 day time limit for the permissive referendum on the water district extension had expired. No negative responses were received therefore the Board will make a proposal for the resolution for the final order at the regularly scheduled March Town Board meeting.

Voting District #1 polling site

Board of Elections (BOE) has confirmed by phone with Supervisor Rapp that the Town Hall meeting room meets the requirements for the addition of voting district #1 along with districts #2 and #3. Councilman Boone believes that a letter from BOE will follow. BOE has also announced that there will be a special election to be held on April 24th for filling the vacancy left by Representative Pete Lopez for our district. The Town believes the County is preparing to

send out postcards to notify residents in district #1 of the change in voting location. The firehouse in South Westerlo will no longer be a polling place moving forward.

Town Hall Building Improvement Update

Councilman Boone gave an update on the building improvements that have been done so far at the Town Hall. In the meeting space the ceiling work has been completed, the walls above the paneling have been painted, the cages/bars on the windows have been removed, high efficiency lighting has been installed and the smoke detectors/alarm were being worked on today. It was confirmed by Highway Superintendent Jody Ostrander that the exterior entry door to the meeting room is scheduled to be installed later in the week and the same flooring in the hallway will be installed shortly after that. It was also mentioned that speakers may be placed in the ceilings to replace the ones currently used. Jody mentioned it had still not been decided on if the paneling would get painted or left alone although the consensus was to leave it wood. Also, two new exterior single doors would be replacing the current double doors on each end of the building. When the weather breaks, the work will continue on the exterior of the Town Hall. The Rupeka's are hoping to put another coat of paint on the building, repair the brick, pressure wash the exterior and apply a sealer on the brick to prevent moisture.

Miscellaneous and Public Comment

Councilman Boone wanted to thank a resident who provided the Board at the last town Board meeting with an information addressing budget and revenue issues. He believed starting a committee with a board member on it as a liaison to the town board would be positive to the Town although would have to be discussed further with the Supervisor and the rest of the Town Board. It was suggested by a resident that the Town ask Mike Conners, the Albany County Comptroller and Bob Freeman who is knowledgeable about open meetings law and foil to come and speak. Councilman Boone would like the Board to ask Supervisor Rapp and the staff about inviting Mr. Conners and Mr. Freeman to see if there is an interest. Also Edwin Lawson had impressed upon Councilman Boone many times to get to know the 2016 Town Law manual and he now reviews it daily and feels it simplifies the 2006 version.

Councilman Boone opened the floor to comments. Councilwoman Burnside thanked Councilman Boone for taking over the reins after Bill Bichteman left. Councilman Boone mentioned that Bill taught him a lot but is happy to have Councilman Filkins here who also attends Zoning and Planning board meetings and for taking on a bigger role in projects moving forwards.

A resident commented on open meetings law and meeting minutes not being available to the public within two weeks. Councilman Boone responded that the amount of work coming out of the office is probably more than what most people realize. Deputy Town Clerk Karla Weaver commented on her thoughts and the difficulties with being interrupted during office hours which is why Town Clerk Kathy Spinnato ends up taking minute's home regularly to work on. Deputy Supervisor Edwin Lawson gave his thoughts and mentioned there is a tremendous amount of work that is put out of the Town Clerk's office and they do the best they can to get minutes out. Another resident mentioned that there is equipment out there to dictate notes called dragon we may want to look into. This transitioned into the website needing to be updated. Karla mentioned she is in the process of reviewing the website to update but it may be a few months before it is complete and is referencing surrounding Towns websites for ideas.

The duties of the Deputy Supervisor were questioned by a resident. Edwin Lawson explained his role in that he can give suggestions but cannot vote if running a meeting. He can

however sign checks on behalf of the Supervisor and perform duties that the supervisor directs him to. In the event Dick could no longer be supervisor, the Board may vote to make Ed interim Supervisor, allowing him to fill that position, be a part of the board and have voting rights but only until the next election was held and then he would have to run if he wanted to continue to be Supervisor.

With there being no further business to discuss, Councilman Boone made a motion to adjourn the meeting, seconded by Councilwoman Burnside, motion carried by those present. Meeting adjourned at 8:05pm.

Respectfully submitted,

Karla Weaver
Deputy Town Clerk II