

**TOWN OF WESTERLO
TOWN BOARD MEETING
OF
TUESDAY, DECEMBER 2, 2014**

The Town of Westerlo Town Board held a meeting on Tue., December 2, 2014 in the Town Hall located at 933 County Route 401, Westerlo, NY. Supervisor Rapp opened the meeting with the Pledge of Allegiance to the Flag.

ATTENDING WERE: Supervisor Richard H. Rapp
 Councilman Alfred L. Field
 Councilman William F. Bichteman
 Councilman Theodore S. Lounsbury

ABSENT: Councilman Anthony W. Sherman

Also attending were: Highway Superintendent Keith Wright Sr., Planning Board Chairwoman Dorothy Verch, Town Clerk Kathleen Spinnato, and approximately nine interested residents.

Supervisor Rapp asked for a motion to approve the Town Board Workshop minutes of 10/29/2014. Councilman Field made a motion to accept the minutes as presented, Councilman Lounsbury seconded the motion, motion unanimously carried by those attending.

Supervisor Rapp asked for a motion to approve the Town Board minutes of 11/5/2014. Councilman Lounsbury made a motion to accept the 11/5/2014 minutes as presented. Councilman Bichteman suggested for clarity purposes to include the following modification to Resolution #52-2014 the flood insurance program resolution to include the two words; **and adopts** , he seconded the motion to accept the minutes with the inclusion, motion unanimously carried by those attending.

Supervisor Rapp asked for a motion to approve the Town Board Public Hearings minutes of 11/12/2014. Councilman Bichteman made a motion accept the minutes of the Public Hearing with a modification to the Westerlo Volunteer Fire Company Budget to reflect the wording; **no contract was submitted**, Councilman Lounsbury seconded the motion, motion unanimously carried by those attending.

Supervisor Rapp reported the Town Clerk had submitted the Town Clerk's November monthly report and asked for a motion to accept the report as presented. Councilman Field made a motion to accept the Town Clerk's November monthly report, Councilman Bichteman seconded, motion unanimously carried by those attending.

Supervisor Rapp advised the monthly bills need to be paid and he made a motion to adopt the following resolution:

WHEREAS: the Town of Westerlo needs to pay the monthly bills, be it hereby
RESOLVED: the following bills be paid

Voucher # 510 through Voucher # 522 in the amount of \$56,278.62

Councilman Lounsbury seconded the motion and a roll call vote resulted as follows:

AYES: Supervisor Rapp, Councilman Lounsbury, Councilman Field, and
 Councilman Bichteman

NAYS: None.

RESOLUTION # 55-2014 was thereby duly adopted.

Supervisor Rapp introduced Brendan Hogan & Brett Morey of Preville Technology. Brett advised the Town Board that he had worked with the Town of Westerlo for approximately 18 yrs. and they were here tonight because the Board had questions pertaining to the new emails. Councilman Bichteman responded and asked questions regarding the new emails, ie: too lengthy, common vs. individual, etc.

The Town Board and Preville Technology will coordinate with Claire Marshall in the Assessor's Office regarding how the Town Board wants to revise & set up their emails.

Supervisor Rapp advised the 2014 Town of Westerlo Water District No. 1 unpaid water bills need to be relieved onto the 2015 Town of Westerlo Property Taxes. The Town Clerk provided an unpaid list to the Town Board members for their review. Supervisor Rapp then made a motion to adopt the following resolution:

WHEREAS: The Town of Westerlo Town Board has reviewed the Town of Westerlo Water District No. 1 unpaid water bill list totaling \$22,115.65 for the collection billing periods of November 2013 through August 2014, be it hereby

RESOLVED: the Town Board hereby authorizes the submission of the Water Reliefs in the amount of \$22,115.65 to the Albany County Legislature for inclusion on the 2015 Tax Warrant and 2015 Town of Westerlo Property Tax bills

Councilman Bichteman seconded the motion and a roll call vote resulted as follows:

AYES: Supervisor Rapp, Councilman Bichteman, Councilman Lounsbury, and Councilman Field.

NAYS: None.

RESOLUTION # 56-2014 was thereby duly adopted.

Supervisor Rapp reported Delaware Engineering was not in attendance to make a report to the Town Board. Councilman Field advised he had spoken with Fred Grober of Delaware Engineering who had sent an email at 5:00 PM to the Town Clerk with information for the Town Board. The Town Clerk checked on the status of the email and a copy was provided to the Town Board members at the end of the meeting for their information.

Councilman Bichteman reported the Water Board is making a recommendation to change the Town of Westerlo Water District No. 1 quarterly billing period cycle dates which currently occur in : November, Feb., May, and August ; change to a Calendar year: January, April, July, and October. He explained the rates would remain the same. Councilman Bichteman made a motion to adopt the following resolution:

WHEREAS: The Water Board has recommended the Town of Westerlo Water District No. 1 change the quarterly billing cycle periods to occur during a calendar year, be it hereby

RESOLVED: the Town Board changes the Westerlo Water District No. 1 quarterly billing cycle to follow a calendar year quarter

Councilman Lounsbury seconded the motion and a roll call vote resulted as follows:

AYES: Supervisor Rapp, Councilman Bichteman, Councilman Lounsbury, and Councilman Field.

NAYS: None.

RESOLUTION # 57-2014 was thereby duly adopted.

Supervisor Rapp asked Planning Board Chairwoman Dorothy Verch to give a Planning Board Report. She reported a meeting was held on Nov. 25th to approve the October minutes and there was no old or new business before the Planning Board the meeting was then adjourned. She requested if no new business or applications come before the Planning Board for the December 23rd monthly meeting, she would like to cancel. Supervisor Rapp responded he was in agreement with her request.

Supervisor Rapp advised no Zoning Board of Appeals report for November had been submitted by Chairwoman Virginia Mangold.

Supervisor Rapp stated he had not received a response from the Town of Westerlo Vol. Fire Company. Councilman Bichteman indicated it was important to note that the Fire Company has not

responded to a request for additional information to support their budget request, and a reminder that without a contract there will be no check. The Town Board members present were in agreement.

Supervisor Rapp reported on the need to schedule a Public Hearing on proposed Local Law No. 1-2015 to repeal Local Law #2 of 1989 and enact a new Local Law for Flood Damage Prevention as authorized by NYS Constitution Article IX, Section 2, and Environmental Conservation Law, Article 36. Councilman Bichteman made a motion to adopt the following resolution:

WHEREAS: the Town of Westerlo needs to hold a Public Hearing on proposed Local Law No. 1 of 2015 for Flood Damage Prevention, be it hereby

RESOLVED: The Town Board hold a Public Hearing on proposed Local Law No. 1 of 2015 At 7:00 PM on Tuesday, January 6th, 2015 in the Town Hall. The Public Hearing will be followed by the Organization and the Regular Town Board Meetings.

Councilman Field seconded the motion and a roll call vote resulted as follows:

AYES: Supervisor Rapp, Councilman Bichteman, Councilman Field, and Councilman Lounsbury

NAYS: None.

RESOLUTION # 58-2014 was thereby duly adopted.

Supervisor Rapp advised the Board for the need to send out Request for Proposals (RFP) for accounting/auditing services. Councilman Bichteman reported he had reviewed the RFP prepared by Town Attorney Aline Galgay and the date schedule that needs to be filled in by the Town Board. Discussion followed between the Town Board members regarding the need to advertise the RFP, current accounting pricing, a need for clarification in future RFP's for accounting services, and the Albany County program used in the Town of Rensselaerville. After review of the proposed RFP the Town Board agreed to adopt the RFP with minor changes to be made by the Town Attorney at the Board's request. The Town Board scheduled the submission deadline for RFP's for Noon on Friday, January 2, 2015. The Town Clerk will advertise in the newspaper and Councilman Bichteman will supply her with a list for mailings of RFP's.

Supervisor Rapp advised the Town Board of the Town of Rensselaerville's request to renew a contract for Shared Bus Services for Seniors with the Town of Rensselaerville for the year 2015.

Councilman Field made a motion to adopt the following resolution:

WHEREAS: the Town of Westerlo has received a request from the Town of Rensselaerville to enter into 2015 Shared Bus Services Agreement, be it hereby

RESOLVED: The Town Board authorizes the Supervisor to enter the 2015 Shared Bus Services Agreement contract with the Town of Rensselaerville

Councilman Lounsbury seconded the motion and a roll call vote resulted as follows:

AYES: Supervisor Rapp, Councilman Field, Councilman Lounsbury, and Councilman Bichteman

NAYS: None.

RESOLUTION # 59-2014 was thereby duly adopted.

Supervisor Rapp asked the Town Board if they intend to hold a Town Board Workshop meeting in the month of December. After brief discussion, the Town Board agreed to not schedule a December workshop meeting and they scheduled the next Town Board Workshop meeting for Tuesday, January 20, 2015 at 7:00 PM.

Supervisor Rapp stated the Town Board needs to schedule a Special Town Board meeting for payment of year end bills and made a motion to schedule the Special Town Board meeting for Tuesday, December 30, 2014 at 7:30 PM. Councilman Field seconded the motion, motion unanimously carried by those attending.

Supervisor Rapp opened the meeting to the Public. There being no Public comment, Supervisor Rapp asked for a motion to adjourn the meeting. Councilman Bichteman made a motion to adjourn, seconded by Councilman Field, motion unanimously carried by those attending. Meeting adjourned at 8:15 PM.

Respectfully submitted,

Kathleen Spinnato