

**WESTERLO TOWN BOARD
MEETING OF
TUESDAY, JULY 21, 2020**

The Town of Westerlo Town Board held a Town Board meeting on July 21, 2020 at the Richard H. Rapp Municipal Building located at 933 County Route 401, Westerlo, NY. Zoom ID # 99318799683. Supervisor Bichteman opened the meeting at 7:00 PM with the Pledge of Allegiance to the Flag.

Attending were: Supervisor William Bichteman Jr.
Councilwoman Amie L. Burnside
Councilman Richard Filkins
Councilman Matthew Kryzak
Councilman Joseph J. Boone

Also attending were: Highway Superintendent Jody Ostrander, Highway Employees Salvatore Spinnato, Carl Anderson Jr. and Justin Case, Town Historian Dennis Fancher, Planning Board Chairperson Dorothy Verch, Library Director Debbie Scott, Town Attorney Javid Afzali and approximately six (6) residents.

Zoom attendees: Library Trustee Miranda Drumm, ZBA Chairperson Sefcik and approximately seven (7) residents.

MEETING MINUTES

Councilwoman Burnside made a motion to approve the Special Town Board meeting minutes of 6/4/20, 6/11/20 & 6/30/20 and Town Board meeting minutes of 6/18/20. Councilman Kryzak seconded, all in favor motion carried.

INVESTMENT, SUPERVISOR & TOWN CLERK REPORT

Councilman Kryzak made a motion to accept the Investment, Supervisor and Town Clerk reports for June. Councilman Boone seconded, all in favor motion carried.

PAYMENT OF MONTHLY BILLS- JULY

Councilman Boone made a motion to adopt the following resolution:

WHEREAS: the monthly bills have been audited by the town board, be it hereby

RESOLVED: that the following July 2020 invoices be paid Voucher # 259 through Voucher # 358 in the amount of \$199,451.12.

Councilman Kryzak seconded the motion, a vote resulted as follows:

AYES: Councilwoman Burnside, Councilman Filkins, Councilman Boone,
Councilman Kryzak, Supervisor Bichteman

NAYES: None

RESOLUTION #42-2020 was duly adopted.

OLD BUSINESS

PROPOSED CHANGES TO BUILDING PERMIT FEE SCHEDULE

Councilman Kryzak made a motion to adopt the following resolution:

WHEREAS: The Building Department Permit Application and Transfer Station fees were in need of review, be it hereby

RESOLVED: The Town Board adopt the June 2020 Building Department Permit Application Fee schedule effective immediately (see attached), and be it further

RESOLVED: The Town Board adopt the June 2020 Transfer Station prices effective immediately (see attached).

Councilman Boone seconded the motion, all in favor motion carried.

AYES: Councilwoman Burnside, Councilman Filkins, Councilman Boone, Councilman Kryzak, Supervisor Bichteman

NAYES: None

RESOLUTION #43-2020 was duly adopted.

BUDGET OPTIONS

Supervisor Bichteman reviewed a document he provided of proposed budget options for the expected deficit in 2020. Items included town clerk staff reduction, reducing engineering services to zero and minor changes to the Zoning and Planning Board's salaries. He also reviewed employee contribution to health insurance. He advised that the current fund balance is \$672,771.00 as of year ending 2019 and that it costs approximately \$200,000 a month to operate the town. He suggested a phased in policy for employee contribution to health insurance which all employees and retirees not on Medicare would need to contribute toward. Councilman Kryzak was on board with the 7/21 savings the Supervisor proposed however is willing to gamble on the potential \$80,000 deficit still left, not wanting to make any changes to employee's health insurance. He believed asking employees to pay an average of \$400 a month for health insurance with no raise to do the same job seems unreasonable. Discussion continued regarding health insurance and the formation of an informal committee to research rates.

A retired employee commented that the highway employees are all skilled and have done more and more without complaining for more money, they can weld, do hydraulics, operate machinery without sending things out. COVID is responsible for this, not the employees and they are top shelf guys and don't deserve to be treated this way. He indicated five guys don't go far in a highway department, that does parking lots, not roads. As for town hall staff, he mentioned hiring people within the town first, there are good people in town. He also spoke highly of the Town Clerk staff always being willing to help even on their own time.

Another retired employee believed according to the handbook she was hired under, that she would have health insurance paid for after retirement.

Highway Superintendent Jody Ostrander clarified that not only did he lose two full-time employees he also lost two part-time, a total of 124 hours a week. Things are happening in Westerlo that he is not proud of and out of his control. After reviewing the Highway Superintendents book, he understands that all roadways must be clear of all obstructions. He indicated snow is an obstruction and he advised that if he needs to, he will be calling people in

for snow removal unless the Town Board signs a paper taking that responsibility out of his hands, the Town Board understood.

DEVELOPMENT OF INFORMAL COMMITTEE TO INVESTIGATE HEALTH INSURANCE

The Town Board agreed to form an informal committee to investigate health insurance costs.

Councilman Boone made a motion to adopt the following resolution:

WHEREAS: The Town of Westerlo would like to investigate health insurance for employees, be it hereby

RESOLVED: The Town Board develop an informal committee known as “Insurance Discovery Group” which will include two Town Board members and volunteers from the highway garage and town hall to research and investigate health insurance rates for the 2021 budget development.

Supervisor Bichteman seconded the motion, a vote resulted as follows:

AYES: Councilwoman Burnside, Councilman Filkins, Councilman Boone,
Councilman Kryzak, Supervisor Bichteman

NAYES: None

RESOLUTION #44-2020 was duly adopted.

The committee will provide information at the Town Board Workshop meeting on Aug. 4th.

CENSUS PROGRESS

The Town Board indicated the census has only received responses from about 60% of the population and expressed how easy and important it is to do.

REGISTRAR APPOINTMENT

Councilwoman Burnside made a motion to adopt the following resolution:

WHEREAS: Due to the retirement of the Town Clerk, there is a need to fill the the position of Registrar of Vital Statistics, be it hereby

RESOLVED: The Town Board appoint Karla Weaver as Registrar of Vital Statistics from July 2020-2023 to fill the unexpired term.

Supervisor Bichteman seconded the motion, a vote resulted as follows:

AYES: Councilwoman Burnside, Councilman Filkins, Councilman Boone,
Councilman Kryzak, Supervisor Bichteman

NAYES: None

RESOLUTION #45-2020 was duly adopted.

SCHEDULE PUBLIC HEARING ON TRANSFER STATION FEES & ON EXTENSION OF SOLAR MORATORIUM

Councilman Boone made a motion to adopt the following resolution:

WHEREAS: The Town of Westerlo needs to discuss possible annual transfer station permit fees and an extension of the solar moratorium which is set to expire on Aug. 28, 2020, be it hereby

RESOLVED: The Town Board schedule a public hearing on Tuesday, Aug. 18th at 6:45pm prior to the regularly scheduled Town Board meeting for the

purpose of discussing and having public input regarding annual permit fees for the transfer station as well as an extension of the solar moratorium.

Councilman Kryzak seconded the motion, a vote resulted as follow:

AYES: Councilwoman Burnside, Councilman Filkins, Councilman Boone,
Councilman Kryzak, Supervisor Bichteman

NAYES: None

RESOLUTION #46-2020 was duly adopted.

LIBRARY STORY WALK

Library Director Debbie Scott gave a small presentation regarding a grant the Library received recently for a story walk which they hope to have at the Westerlo Town Park with the Town Board's consent. She will need assistance from the Highway Department to place several posts in the ground for the story pages to attach to which she hopes will be swapped out with new stories every year. Kids will be able to walk along, read the stories and do activities. Councilman Kryzak offered his assistance. Councilman Kryzak made a motion to adopt the following resolution:

WHEREAS: The Westerlo Public Library recently received a grant for a story walk, be it hereby

RESOLVED: The Town Board authorize the installation of several 4x4 posts and signs for the story walk with the location to be approved by the Highway Superintendent.

Supervisor Bichteman seconded the motion, a vote resulted as follows:

AYES: Councilwoman Burnside, Councilman Filkins, Councilman Boone,
Councilman Kryzak, Supervisor Bichteman

NAYES: None

RESOLUTION #47-2020 was duly adopted.

PLANNING BOARD REPORTS

Planning Board Chairperson Verch read the following Planning Board reports for May and July 2020:

*PLANNING BOARD REPORT
TO
TOWN BOARD
MAY 19, 2020*

The Planning Board met on May 6th at 7 PM using ZOOM, to evaluate the report furnished by Ingalls Engineering regarding the landscape requirements for the Costanza Solar project 17-005.

Because of State and Federal mandates, the March 2020 Planning Board meeting was canceled. Cypress Creek Renewables was unable to meet the deadline of 4/23/20. Supervisor Bichteman stated that the Town would show some flexibility and CCR should continue with supplying the necessary items required for a building permit.

A number of the residents concerned about the landscaping screening proposed by Ingalls Engineering attended the meeting using ZOOM. All of the recommendations by Ingalls Engineering were reviewed and discussed. Mr. Jake Clay, project manager, from Cypress Creek Renewables was also in attendance using ZOOM. He was able to display the various plans and, discuss in detail, all aspects of the site plan that were of concern to the residents. He responded to every question and concern expressed by the residents.

The Planning Board approved the landscape screening proposed by CCR with a 4 to 1 vote.

*Respectfully submitted,
Dotty Verch*

**PLANNING BOARD REPORT
TO THE
TOWN BOARD
JULY 21, 2020**

The Planning Board met on July 9th 2020 at the Town Hall. There were attendees present at the Town Hall as well as via ZOOM. There were 2 applications, AT&T addition to Barnside Cell Tower along with a 40 ft. extension. Application SUP 20-01 was presented by Martha Grady from Aeorsmith. There were some discrepancies with the information provided. Aeorsmith was requested to provide corrected documents to CEO, Jeff Pine, and Dave Ingalls of Ingalls Engineering. They have to advise the Planning Board when they intend to schedule a crane test to depict the proposed height of 169 ft.

The 2nd application was Shepard Farms, LLC Renovations/Offices. Application SUP 20-02 was presented by Mr. Dolce. Kennsington Hall will house 3 office spaces. A site visit was scheduled for July 10th and a public hearing is scheduled for July 28th.

*Respectfully submitted,
Dotty Verch*

LETTER FROM RESIDENTS ADDRESSED TO THE TOWN BOARD REGARDING CONCERS FOR THE COSTANZA SOLAR FARM AND ACCELERATED RENEWABLE ENERGY GROWTH AND COMMUNITY BENEFIT ACT

A resident of Strawberry Lane read a letter addressed to the Town Board regarding concerns some residents have for the Costanza Solar Farm project. The Town Board will look into their concerns and hope to have further discussion at the Town Board Workshop meeting on Aug. 4th.

PUBLIC COMMENT

Topics discussed were the Town's cyber security and if the Town would be taking advantage of Nexamp for potential electric cost savings, no decisions were made.

Highway Superintendent Jody Ostrander mentioned that the Transfer Station employees did not have the new Solid Waste Law to be able to enforce the issue of construction debris which

was discussed at the last meeting. He believed residents need to be aware there is a new law. Supervisor Bichteman suggested new signage. A resident suggested having the Building Inspector/Code Enforcement Officer communicate with people about the law when issuing building permits.

ADOPTION OF 7/21/20 SAVINGS PLAN

Councilman Kryzak made a motion to adopt the following resolution:

WHEREAS: The Town Board is reviewing a savings plan for the remainder of the 2020 year with suggested budget cuts, be it hereby

RESOLVED: The Town Board adopts the 7/21/20 savings plan provided by the Supervisor (see attached).

Supervisor Bichteman seconded the motion, a vote resulted as follows:

AYES: Councilwoman Burnside, Councilman Boone, Councilman Kryzak,
Supervisor Bichteman

NAYES: Councilman Filkins

RESOLUTION #48-2020 was duly adopted.

CLOSE TOWN BOARD MEETING

Councilman Kryzak made a motion to adjourn the Town Board meeting. Seconded by Councilman Boone, all in favor motion carried. The Town Board meeting adjourned at 8:59pm.

Respectively submitted,

Karla J. Weaver
Acting Town Clerk

TOWN OF WESTERLO PERMIT APPLICATION FEE JULY 2020

RESIDENTIAL BUILDINGS

New

Up to 1,600 sq. ft.....	\$150.00
1,601 to 3,000 sq. ft. in floor area....	\$20.00 per 100 sq. ft. (or fraction thereof)
*Over 3,000 sq. ft. in floor area.....	\$600.00 plus \$25.00 per 100 sq. ft. over 3,000 sq. ft. (or fraction thereof)

*Unfinished basements and attics are not included in floor area.

*Attached garages are included.

Additions, Alternations, Accessory Buildings & Repairs

(By total cost of work to be done)

Up to \$1,000.00.....	\$20.00
\$1,001 to \$15,000..... (or fraction thereof)	\$20.00 plus \$8.00 per additional \$1,000 over \$1,000 (or fraction thereof)
\$15,001 to \$50,000..... (or fraction thereof)	\$132.00 plus \$5.00 per additional \$1,000 over \$15,000
Over \$50,000..... (or fraction thereof)	\$307.00 plus \$4.00 per additional \$1,000 over \$50,000

AG BUILDINGS WITH AG EXEMPTION

Up to 1,000 sq. ft.....	\$100.00
Over 1,000 sq. ft.....	\$200.00

NON-RESIDENTIAL BUILDINGS

New and Additions (for other than warehouse type structure)

Up to 3,000 sq. ft. in floor area.....	\$25.00 per 100 sq. ft. (or fraction thereof)
Over 3,000 sq. ft. in floor area..... fraction thereof)	\$750.00 plus \$22.00 per 100 sq. ft. over 3,000 sq. ft. (or fraction thereof)

New and Additions (for warehouse type structure)

Up to 3,000 sq. ft. in floor area.....	\$25.00 per 100 sq. ft. (or fraction thereof)
Over 3,000 sq. ft. in floor area..... fraction thereof)	\$750.00 plus \$17.00 per 100 sq. ft. over 3,000 sq. ft. (or fraction thereof)

Alteration, Modifications, Accessory Buildings & Repairs (By total cost of work to be done)

Up to \$1,000.....	\$30.00
\$1,001 to \$50,000..... fraction thereof)	\$30.00 plus \$7.00 per additional \$1,000 over \$1,000 (or fraction thereof)
\$50,001 to \$100,000..... (or fraction thereof)	\$373.00 plus \$5.00 per additional \$1,000 over \$50,000
Over \$100,000..... (or fraction thereof)	\$623.00 plus \$4.00 per additional \$1,000 over \$100,000

DEMOLITION RESIDENTIAL/COMMERICAL

Any size.....	\$30.00
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CELL TOWER

New.....	\$2,500
Modification.....	\$1,000 min +
New Ring.....	\$2,000

BOARD REVIEWS

(Fees do not include Legal/Engineer expenses as applicable)

Subdivision.....	\$100.00
Lot Line Adjustment/Annexation.....	\$50.00
Lot Fee.....	\$200.00 per lot
Special Use Permit.....	\$100.00
Variance Request.....	\$50.00
Churches/Fire Departments.....	No Fee
Cell Tower New.....	\$2,500
Modification.....	\$1,000
New Ring.....	\$2,000
Commercial Solar.....	\$2,500

NOTES:

- A. Attached garages shall be included in the calculated square footage
- B. When a permit needs renewal, the fee schedule of renewal is as follows:
 - 1st year full fee as per calculation applicable according to approved fee schedule
 - 2nd year renewal will be 75% of original permit cost
 - 3rd year renewal will be 50% of original permit cost
 - 4th year renewal if approved by Planning Board, reverts back to original permit fee
- C. If a permit is revoked, application for a new permit is required and the fees will apply
- D. When any combination of the above categories are involved in a single overall project, permits and fees for each individual category are required
- E. Projects started/completed without having applied for a building permit when a permit is required, will be charged twice the amount of the original fee calculation according to the approved fee schedule
- F. Filing Fees all applications
 - \$5.00 Residential Filing Fee
 - \$10.00 Commercial Filing Fee

TRANSFER STATION PRICES

EFFECTIVE: JULY 21, 2020

REFRIGERATORS, FREEZERS, AIR CONDITIONERS, DEHUMIDIFIERS,
ETC.....\$20.00 EACH

APPLIANCES (WASHERS, DRYERS, STOVES, HOT WATER HEATERS,
ETC.)..... 10.00 EACH

SMALL TIRES INCLUDE: CAR & LT TRUCK..... 3.00 EACH

LARGE TIRES: DUMP TRUCK, BUS.....15.00 EACH

CONSTRUCTION EQUIP TIRES: BACKHOE, GRADER.....60.00 EACH

FARM EQUIP TIRES: TRACTOR.....20.00 PER VERTICAL FT EACH

7/21/20 SAVINGS PLAN:

Fund	Code	Description	Appropriated	6/4 Savings	7/21 Savings
General	1355.12	Assessor Clerk	\$15,800	\$7,900	\$9,050
	1440.41	Engineering Services	\$12,000	\$6,000	\$12,000
	1620.1	Building - Salaries	\$55,000	\$36,690	\$36,690
	1620.21	Building - Materials	\$45,000	\$33,835	\$33,835
	1620.57	Grant Writer	\$10,000	\$5,833	\$5,833
	7310.1	Youth Prog.	\$5,600	\$5,600	\$5,600
	7510.1	Historian Svc's	\$1,500	\$1,500	\$1,500
	7620.41	Senior Bus	\$9,000	\$8,128	\$8,128
	8010.11	Zoning Board Salary	\$7,500	\$4,375	\$3,125
	8010.12	Board Chairman Salary	\$3,375	\$1,969	\$1,679
	8010.13	Board Clerk Salary	\$850	\$500	\$0
	8020.11	Planning Board Salary	\$7,500	\$4,375	\$3,125
	8020.12	Board Chairman Salary	\$3,375	\$1,969	\$1,679
	8020.13	Board Clerk Salary	\$1,050	\$45	\$0
		Town Hall Staff reduction	\$63,450	\$27,069	\$14,348
		Town Staff Benefits/ SS,Med,WC	\$29,557	\$8,307	\$4,094
			\$270,557	\$154,095	\$140,686
		Savings:		\$154,095	\$140,686
Highway	5110.1	Summer -Personal Svc's	\$140,000	\$28,544	\$28,544
	5110.44	Aggregates (Rd improvement materials)	\$45,000	\$40,312	\$40,312
	5110.46	Drainage Pipe	\$8,200	\$5,800	\$5,800
	5130.41	Parts - 10% reduction	\$74,000	\$7,400	\$7,400
	5142.1	Winter - Personal Svc's	\$190,000	\$14,272	\$14,272
		Highway Benefits/ SS,Med,WC	\$331,300	\$35,046	\$35,046
			\$788,500	\$131,374	\$131,374
		Savings:		\$131,374	\$131,374
Museum	7450.4	Contractual	\$9,900	\$4,900	\$4,900
		Savings:		\$4,900	\$4,900
		Total Savings:		\$290,369	\$276,960
		Forecasted Deficit		-\$291,436	-\$243,729
		Employee Layoff Unemp.		-\$27,222	-\$27,222
		net unanticipated income/expense		-\$14,000	-\$9,755
		Shortfall		-\$42,289	-\$3,746

*Assessor clerk resigned.

Under the 7/21 saving plan staff budget reduced to:

Highway:-	5 employee
Town Clerk:-	1 full time 1 part time 26 hrs wk
Supervisor -	1 full time Admin Asst
Assessor(4):-	
Code Enforcement(8):-	1 part time 20 hrs wk
Supervisor(8):-	