

**TOWN OF WESTERLO
TOWN BOARD MEETING
OF
TUESDAY, SEPTEMBER 3, 2019**

The Town of Westerlo Town Board held a meeting on Tuesday, September 3, 2019 at the Town Hall located at 933 County Route 401, Westerlo, NY. Acting Supervisor William Bichteman Jr. opened the meeting at 7 PM with the Pledge of Allegiance to the Flag.

Attending were: Acting Supervisor William F. Bichteman
 Councilman Anthony W. Sherman
 Councilwoman Amie L. Burnside
 Councilman Richard Filkins
 Councilman Joseph J. Boone

Also attending were: Interim Town Attorney Javid Afzali, Highway Superintendent Jody Ostrander and Employee Salvatore Spinnato, Town Justice Robert Carl, Zoning Board of Appeals Chairman John Sefcik, Town Historian Dennis Fancher, Clerk to the Supervisor Patricia Boice, Clerk to the Assessor Claire Marshall, Grant Writer Dr. Nicole Ambrosio, Planning Board Chairperson Dorothy Verch and members Edwin Stevens & Gerry Boone, Library Trustee President Laura Tenney, Museum Director Mary-Jane Araldi, Deputy Town Clerk II Karla Weaver, Town Clerk Kathleen Spinnato and approximately 18 residents.

MINUTES

Councilwoman Burnside made a motion to accept the Town Board meeting minutes of 8/6/2019 as submitted. Councilman Filkins seconded, motion unanimously carried.

Councilman Sherman made a motion to accept the Town Board Workshop minutes of 8/20/2019 as submitted. Councilman Filkins seconded, Councilwoman Burnside abstained, motion unanimously carried.

SUPERVISOR'S REPORT

Councilman Boone made a motion to accept the Supervisor's Report for July as submitted. Councilman Sherman seconded, motion unanimously carried.

TOWN CLERK'S REPORT

Councilman Boone made a motion to accept the Town Clerk's monthly report for August as submitted. Councilman Sherman seconded, motion unanimously carried.

PAYMENT OF MONTHLY BILLS

Councilman Boone made a motion to adopt the following resolution:

WHEREAS: the Town Board has audited the monthly bills, be it hereby

RESOLVED: the following bills be paid Voucher # 440A through Voucher # 490 in the amount of \$165,407.44.

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

AYES: Councilman Boone, Councilman Sherman, Councilwoman Burnside and
 Councilman Filkins

NAYS: None

RESOLUTION # 52 -2019 was thereby duly adopted.

OLD BUSINESS

REVISION TO PROPOSED LOCAL LAW #2 of 1992-ARTICLE 1, SOLID WASTE FACILITIES, PROPOSED PUBLIC HEARING & CHANGING OF TOWN BOARD AND WORKSHOP MEETING DATES

Interim Attorey Afzali received some comments/concerns about the latest revision to the proposed Solid Waste Facilities Law from Councilman Filkins. He will provide a finalized copy for a Public Hearing on September 17th.

Acting Supervisor Bichteman asked to switch the Town Board and Town Board Workshop meeting dates every month for the remainder of the year. He indicated the same will be done at the Organizational meeting in January for next year's meetings. Councilwoman Burnside made a motion to adopt the following resolution:

- WHEREAS: Acting Supervisor Bichteman suggested changing the Regular Town Board and Workshop meeting dates for the ease of paying monthly bills, be it hereby
- RESOLVED: The Town Board and Town Board Workshop meeting dates be changed. The Town Board Workshop meeting will be held on the 1st Tuesday and Regular Town Board meeting will be the 3rd Tuesday of every month both at 7pm for the remainder of the year, be it further
- RESOLVED: The next Town Board meeting will be held on Tuesday, September 17th at 7pm after the Public Hearing on the proposed revisions to the Solid Waste Facilities Law. The September Workshop meeting will be cancelled.

Seconded by Councilman Filkins, a vote resulted as follows:

AYES: Councilman Sherman, Councilman Filkins, Councilwoman Burnside, Councilman Boone.

NAYES: None

RESOLUTION # 53 -2019 was thereby duly adopted.

The Town Clerk will advertise the public hearing and change in meeting date in the Altamont Enterprise, on the sign boards and website and Kelley Keefe President of the Westerlo Vol. Fire Dept. offered to advertise on their station signs at both locations to help bring awareness to residents.

COMPREHENSIVE PLAN COMMITTEE & CONSULTANT

Acting Supervisor Bichteman announced that the Comprehensive Plan Committee members will consist of Steve Cornell, Bill Scrafford, Tom Della Rocco, Jill Henck, Sue Fancher, Kelley Keefe, John Sefcik, Dotty Verch and David Lendrum will Chair. The first Comprehensive Plan meeting will be at the Town Hall on September 11th at 7pm and the Town Clerk will conduct Oaths of Office.

After discussion regarding choosing a consultant, Councilman Sherman made a motion to adopt the following resolution:

- WHEREAS: The Town Board needs to hire a professional consultant to assist the Comprehensive Plan Committee, be it hereby
- RESOLVED: The Town Board allows Acting Supervisor Bichteman to enter into contract negotiations with Barton & Lajudice on behalf of the town and using Barton & Lajudice to be the Comprehensive Plan Consultant for the Town of Westerlo.

Seconded by Councilman Boone, a vote resulted as follows:

AYES: Councilman Boone, Councilman Sherman, Councilwoman Burnside, Councilman Filkins

NAYES: None

RESOLUTION # 54 - 2019 was thereby duly adopted.

CEMETERY BUDGET ALLOCATIONS 2019

Acting Supervisor Bichteman announced that the Town Board received a compilation of annual reports and budgets from the three active cemeteries in the town. He indicated that the poorest is Hannicroix, then Westerlo Central and lastly Westerlo Rural. Currently there is a 2019 budget amount of \$5,000 for the three aforementioned cemeteries to split. After discussion, Councilwoman Burnside made a motion to adopt the following resolution:

WHEREAS: There is \$5,000.00 budgeted for cemeteries for 2019, be it hereby
RESOLVED: The Town Board authorizes the distribution of the budgeted amount to Westerlo Rural (50%) and Hannacroix and Westerlo Central cemeteries (25% each).

Seconded by Councilman Boone, a vote resulted as follows:

AYES: Councilman Boone, Councilman Sherman, Councilwoman Burnside

NAYES: None

ABSTAIN: Councilman Filkins

RESOLUTION # 55 - 2019 was thereby duly adopted.

AMENDMENTS TO EMPLOYEE HANDBOOK

Acting Supervisor Bichteman provided the Town Board with the proposed changes to the employee handbook at the August Town Board meeting and advised that there was a typo and an additional change to strike the last sentence in section 806 medical. Councilman Sherman made a motion to adopt the following resolution:

WHEREAS: The Employee Handbook is in need of revision, be it hereby
RESOLVED: The Town Board adopts the proposed revisions as written (see attached) which includes the additional changes mentioned above.

Seconded by Councilman Filkins, a vote resulted as follows:

AYES: Councilman Sherman, Councilman Filkins, Councilwoman Burnside, Councilman Boone

NAYES: None

RESOLUTION # 56 - 2019 was thereby duly adopted.

PROPOSED CHANGES TO TOWN PARK RULES & REGULATION & APPLICATION

Mr. Bichteman provided the Town Board with proposed changes to the town parks rules and regulations and the application. Proposed changes to the parks rules and regulations include:

- ¶ 1, last sentence was added "The Town Supervisor may at their discretion waive park reservation fees and/or deposits for not for profit organizations or worthy community groups"
- ¶ 2, first sentence changed to include \$100 park deposit fee for South Westerlo, "In addition to the park reservation fee, the Town requires a \$200 park deposit fee and \$100 park deposit fee for South Westerlo..."
- ¶ 2, second sentence added, "The deposit must be paid via check only..."
- ¶ 3, changed age from 18 to 21.

The park application proposed changes include:

- Added “a copy of driver’s license is required”
- Under payment information, “special event” was added
- Park deposit fee of \$100 was added for South Westerlo
- Under method of payment, park deposit fee “cash” line was eliminated.

Councilman Sherman made a motion to adopt the following resolution:

WHEREAS: The Town of Westerlo Town Park Rules and Regulations and the Application require revisions, be it hereby,
 RESOLVED: The Town Board adopts the proposed changes to the parks facilities rules and regulations and the application form for South Westerlo and Westerlo as written (see attached).

Seconded by Councilwoman Burnside, a vote resulted as follows:

AYES: Councilman Boone, Councilman Sherman, Councilman Filkins, Councilwoman Burnside

NAYES: None

RESOLUTION # 57 - 2019 was thereby duly adopted.

NYCLASS MUNICIPAL COOPERATION RESOLUTION

Discussion ensued regarding what portion of the town funds should be invested, protection of funds and what other schools and municipalities participate with NYCLASS. After discussion, Councilman Sherman made a motion to adopt the following resolution:

WHEREAS: New York General Municipal Law, Article 5-G, Section 119-o (Section 119-o) empowers municipal corporations [defined in Article 5-G, Section 119-n to include school districts, boards of cooperative educational services, counties, cities, towns and villages, and districts] to enter into, amend, cancel, and terminate agreements for the performance among themselves (or one for the other) of their respective functions, powers, and duties on a cooperative or contract basis;
 WHEREAS: The Town of Westerlo wishes to invest portions of its available investments funds in cooperation with other corporations and/or districts pursuant to the NYCLASS Municipal Cooperation Agreement Amended and Restated as of March 28, 2019.
 WHEREAS: The Town of Westerlo wishes to assure the safety and liquidity of its funds; be it hereby
 RESOLVED: That Acting Supervisor William F. Bichteman, Jr. is hereby authorized to execute and deliver the NYCLASS Municipal Cooperation Agreement Amended and Restated as of March 28, 2019 in the name of and on behalf of the Town of Westerlo.

Seconded by Councilman Boone, a vote resulted as follows:

AYES: Councilman Boone, Councilwoman Burnside, Councilman Filkins, Councilman Sherman

NAYES: None

RESOLUTION # 58 - 2019 was thereby duly adopted.

Additionally Councilman Boone made a motion to adopt the following resolution:

WHEREAS: The Town Board of the Town of Westerlo wishes to set a limit for the amount of town funds to be deposited into the NYCLASS account, be it hereby

RESOLVED: the amount to be deposited into the NYCLASS account is not to exceed 30% of available funds, be it further

RESOLVED: The Town Board has the ability to adjust the percentage as the Board deems necessary.

Seconded by Councilman Filkins, a vote resulted as follows:

AYES: Councilman Boone, Councilwoman Burnside, Councilman Filkins, Councilman Sherman

NAYES: None

RESOLUTION # 59 - 2019 was thereby duly adopted.

NEW BUSINESS

APPOINTMENT OF LIBRARY TRUSTEE

The Town of Westerlo Library Board of Trustees has a vacancy and recommends Miranda Drumm.

Councilman Filkins made a motion to adopt the following resolution:

WHEREAS: The Library Board of Trustees has a vacancy, be it hereby,

RESOLVED: The Town of Westerlo Town Board appoints Miranda Drumm for a 5 yr term starting immediately.

Seconded by Councilman Boone, a vote resulted as follows:

AYES: Councilman Boone, Councilwoman Burnside, Councilman Filkins, Councilman Sherman

NAYES: None

RESOLUTION # 60 - 2019 was thereby duly adopted.

Town of Westerlo Public Library Trustee President Laura Tenney introduced the new Library Director Debbie Scott.

ASSESSOR INTERVIEW/ASSESSOR APPOINTMENT/ EXECUTIVE SESSION

Interim Attorney Afzali indicated the Assessor Peter Hotaling requested to be present in front of the entire Town Board regarding his pending reappointment; term expires September 30, 2019. Councilman Sherman made a motion that the Town Board enter into executive session at 8:24pm with the Assessor Peter Hotaling and Interim Town Attorney, seconded by Councilman Filkins, all in favor motion carried.

At 9:42 pm, Councilman Sherman made a motion to end executive session and reconvene the regular Town Board meeting, seconded by Councilman Filkins, all in favor motion carried.

2020 WESTERLO WATER DISTRICT NO. 1 RATE SCHEDULE

Mr. Bichteman announced that the Water Board reviewed the 2019-2020 expenses and revenues and requests that the Town Board adopt the proposed 2020 rate schedule. He discussed the estimated increase in water rates per user and addressed questions regarding the system operator. Councilman Sherman made a motion to adopt the following resolution:

WHEREAS: The Town of Westerlo Water Dist. No. 1 rate schedule needs to be adjusted, be it hereby

RESOLVED: The Town Board adopts the fee schedule for Westerlo Water Dist. No. 1 as submitted; effective January 1, 2020.

Seconded by Councilman Boone, a vote resulted as follows:

AYES: Councilman Boone, Councilman Filkins, Councilman Sherman, Councilwoman Burnside

NAYES: None

RESOLUTION # 61 - 2019 was thereby duly adopted.

2020 ALBANY COUNTY EMS BUDGET & ALTERNATIVES

Acting Supervisor Bichteman provided the Town Board with information on the 2020 Albany County EMS Budget and possible alternatives, Town of Westerlo Rescue Squad Proposal and the Sheriff's Dept. Budget for 2019. He indicated the EMS costs represent an estimated 25% increase. He mentioned he will meet with Albany County Sheriff, Albany County Executive and other local towns to plan a county wide strategy for dealing with EMS costs, potentially shifting the burden for the EMS from the towns to the county budget. Mr. Bichteman wants to maintain the same in house in town presence we currently have and he will tentatively budget for proposed Albany County EMS costs.

SPEED LIMIT ON COUNTY ROUTE 312

A resident on CR 312 wrote a letter regarding the speed limit on the section of road where she lives. Mr. Bichteman has drafted a letter to the county as the town can't make any changes. He indicated the same request was made by the same resident in 2013 which was denied however after a speed investigation the NYSDOT reduced the speed for a section of CR 312 to 45mph between CR 411 and SR 143.

GRANT WRITER REPORT

Grant Writer Nicole Ambrosio submitted and read aloud the following report:

GRANT WRITER REPORT 09/03/2019

- 1. The WIIA grant deadline is September 12th – there are still details to be filled in. I received a very nice letter of support from the County Health Department for the WIIA grant. The WIIA will give the Town 60% of eligible costs. The SRF portion of the DWSRF (Drinking Water) is*
- 2. The Comprehensive Plan's deadline is September 6th and it is close to completion. I am inserting the financial information from the Greenway guidelines below in toto in red, but I will summarize as I understand it:*

*The Hudson Valley Greenway Grant for the Comprehensive Plan gives the Town a 50% match, so if the Town asks for \$10,000 (which is the maximum allowed for a township), Greenway gives you \$5,000 and the Town is responsible for \$5,000 in matching funds. **BUT-** the matching funds can be in-kind services and volunteer labor. Volunteer rate for in-kind contributions is an average of \$30.18 an hour per person depending on the task involved. I have attached FYI information sheets for the details, should you need them. I have attached an in-kind tracking sheet so that you can see what needs to be filled out when specific Plan Committees are assembled or public hearings to work on Comprehensive Plan issues are convened so we can keep a running total of volunteer hours for budget and reporting purposes.*

Match Requirement: *This is a matching funds program requiring "dollar for dollar" match of funds awarded. Greenway grant assistance toward the cost of the projects shall not exceed 50% of the approved project's cost. All match, including in-kind services, must be made after the grant is awarded and a Memorandum of Understanding (MOU) is signed by the grantee and the Greenway. Federal funds are eligible to be used as match, state funds are not.*

Eligible Local Match shall include:

- Contractual and professional consulting services*
- Equipment, supplies, and materials*
- Construction costs*
- Land acquisition*
- In-Kind services and volunteer labor*

After the grant award is made, the Greenway shall not be responsible for cost-sharing any increases in the total cost of the project. Federal funds are eligible to be used as match, state funds are not. Local match may be provided as cash, in-kind services or other non-monetary contributions such as donations of goods and services.

Eligible Expenses for Reimbursement include:

- *Contractual and professional consulting services*
- *Equipment, supplies, and materials*
- *Construction costs*

Documentation: *Local Match and Eligible Expenses for Reimbursement must be documented. Itemized bills and/or receipts and proof of payment (municipal vouchers, cancelled checks, etc) are required when submitting Claims for Payments. Signed statements of value can be submitted for donated goods and services to be used for Local Match. In-kind labor can be documented on the Match Documentation Worksheet available on our website.*

Payment: *Greenway grant funds are provided on a reimbursement basis; **advance funds are not provided.** Successful applicants must document project expenditures, the required match, and submit a New York State Claim for Payment form to receive funds. If a project involves the development of a plan or similar product, final payment of funding will not be made until the plan is completed in final form and adopted by the governing body of the relevant municipality. **The Greenway cannot reimburse for any work undertaken prior to the grant award date** or after the contract term. Please reference the Claim for Payment page on our website for instructions and match worksheets.*

1. *From Maria McCashion – Record Archives Director 8/29/19*
MWBE paperwork approved! Hopefully the check for the first 50% will arrive soon, as I mentioned no projects have received funds yet. There have been illnesses and staff turnover in key units (SED Finance and the MWBE office) this may be slowing things down. The payments are beginning to be processed. I would plan on at least another two weeks before you see the first 50%.

We have been in contact with the Rupekas, the shelving company, and the consultants in order to start the Records grant. Our first line of business is securing the boxes for the records and getting a room ready so that we can transport the files to be sorted and have a good workspace. The rest will follow when construction begins.

1. *Agriculture Grant that can be paired with the Comprehensive Plan... As I mentioned before, Jeff Kehoe at the Department of Agriculture was excited at the prospect of Westerlo applying for this grant. This will give us more money to blend in the agriculture to the Comprehensive Plan with the consultant firm. I have included the financial information and example of costs to the Town. Basically, if we follow the example, the cost to the town will be \$1,667 (a cash contribution) and printing costs (in-kind) that the State claims is \$1,111 if we ask the State for \$33,333.*

2.3 Eligible Costs

Funds distributed pursuant to this RFA may be used for any of the following purposes directly related to the completion of a municipal agricultural and farmland protection plan:

- *personal services, including fringe benefits for professional, secretarial, and legal services related directly to the development of the plan*
- *consultant services (professional, technical, operational)*
- *travel (at State government rates)*
- *conducting public hearings*

- expendable supplies
- printing and communication

Please Note: Costs incurred prior to the award of funding by the Department shall not be eligible for reimbursement.

2.4 Match Requirements

Municipalities must provide a twenty-five percent (25%) match of cash or in-kind services. A minimum of twenty percent (20%) of that match must be cash (see sample below). Cash and in-kind match must be for items that are eligible cost categories and may be provided by the applicant or other supporters of the project. In-kind service also includes compensated labor, materials or equipment. The cost of preparing applications, project costs incurred prior to the announcement of awards, indirect and overhead, and other New York State Funds may not be considered as an applicant match.

Please note: Applicants must attach documentation, such as a resolution or letter from an authorized municipal official, obligating the cash match.

Eligible Costs	State Contributions	Cash/ In-Kind* Contributions		Total Project Cost
		Cash	In-Kind	
Staff Services			\$5,555	\$ 5,555
Consultant	\$ 25,000	\$ 1,667		\$ 26,667
Printing			\$1,111	\$ 1,111
Totals	\$ 25,000	\$ 1,667	\$ 6,666	\$ 33,333

ZONING BOARD OF APPEALS REPORT

John Sefcik Chairman submitted and read the following report:

Town Board ZBA Report (9/3/19) ... on the 8/26/19 ZBA Mtg

The ZBA had our regular August meeting.

Old Business:

- None

New Business:

- No new applications.
- We used the time for general discussion.

Regards,

John Sefcik, ZBA Chairman

PLANNING BOARD REPORT

Chairwoman Dorothy Verch submitted and read the following:

**PLANNING BOARD REPORT
TO THE
TOWN BOARD
9/3/2019**

The Planning Board met on August 27th. An application for a minor subdivision was accepted. The public hearing is schedule for 9/24/19.

The board reviewed the 2020 tentative budget that I submitted to the supervisor's office.

Mr. Red Thompson brought his intended plan for the rest of the building known as the Diederich's gas station in for an informal review. He will be submitting his application to the Building Dept. for presentation at the 9/24/19 Planning Board meeting.

Ned Stevens brought information back to the Board on the meeting that he attended offered by NYSEDA on Energy Storage. I am submitting his certificate for the Board's approval for 2 hours training credit.

Public Hearing notifications

In order to provide additional locations to announce our public hearings, and with the Planning Board's approval, I contacted Greenville Library and they will be posting our Public Hearing for the September 24th meeting on their outside announcement board 10 days in advance of the meeting date, AT NO CHARGE.

I also sent information to the Town Board and Supervisor's office regarding the purchase of announcement boards. The company is called ALPHABET SIGNS. The sign is a portable, double-sided 72w x 40h, free-standing sign (an additional \$50 more it can be mounted between poles).

Cost for free-standing sign- \$575.00

MADE IN AMERICA.

Can ship in 17 working days from order.

I suggested that the Town Board consider the purchase of at least 3 of these signs.

One in front of the Town Hall, one in front of the Town Highway location and one at the Transfer station.

These, strategically located, announcement boards should provide more visible notifications of the public hearings for the various Boards and their activities.

I am hopeful that the Town Board will approve this measure, tonight, and direct the acting supervisor to look into the purchase, immediately, so that the public can become more informed especially now during the 2020 budget process.

*Respectfully submitted,
Dotty Verch*

BROADBAND RESEARCH COMMITTEE (BRC) REPORT

Committee Chairperson Dorothy Verch submitted and read the following:

*BRC REPORT
TO THE
TOWN BOARD
9/3/2019*

The BRC met on 8/22/19. Bob Wilcox, Eric Markson, John Sefcik and Dotty Verch were in attendance.

Our guest speaker was Jim Becker, President of Mid-Tel. Mr. Becker reported on the advancements that have been made into Westerlo. Central Hudson is ahead of schedule which allows Mid-Tel to build out their network. Unfortunately, National Grid is not as efficient. They are behind schedule in the Berne area which is holding up Mid-Tel's expansion.

A decision has been made to continue the build out in Westerlo and deal with N/G later. Currently, they have built out 22-24 homes in the census block and an additional 16 not in the block. The 16 needed to be built out to connect the census blocks. Mid-Tel will be supplying broadband (cable), internet and phone.

Residents along the 85 and 408 corridors can go on Mid-Tel's website, using the website's tool, you can plug in your address and they can verify if your address is in the Mid-Tel area.

All work needs to be completed by 12/31/19.

Mid-Tel's network POP will be located behind the Medusa Post Office. There will be a generator at the POP to ensure continued service. A fiber ring will provide redundancy.

Eric Markson has created a line extension form, approved by Mr. Becker that will be available for those residents along the 85 and 408 corridors as well as areas adjoining those highways.

Houses/mile – 8 or more WITH COMMITMENT. Commitment Time frame to be determined. As the service nears completion, Mid-Tel will send out post cards and attached door hangers to prospective homes.

The Committee reviewed Mid- printout of addresses of 1300 Westerlo residents billed by Mid-Hudson. There are no names, just billing addresses. This list includes addresses of all cable, internet and phone as well as those that have been disconnected from the service, those who own homes as well as those that are renters. The email of 8/20 stated that as of July 1st, 27 active customers were installed from phase 2 & 3 - 2 took video and internet, the remaining 25 took only internet.

John Sefcik received information from the assessor's office that there are 1410 residential and commercial locations in Westerlo.

The number of residential houses in Westerlo in 2017 was listed as 1532 houses. The Mid-Hudson list was sent to our Town Assessor, Pete Hotaling, who is working on the correlation between his information and the billing list.

*Respectfully submitted,
Dotty Verch*

MUSEUM REPORT

Mary Jane Araldi read and submitted the following report:

*Westerlo Heritage Museum
Report to Town Board
September 2019*

*We continue to meet once a month on the second Thurs of the month.
We are meeting as time allows to sort through museum items.*

I continue to take pictures of the items in the archive and add the picture of the item into the archival program.

We are gearing up for a couple more fund raisers:

Our second annual fall festival will be held on Sat. October 5th.

We are also planning on having a silent auction with Christmas Wreaths.

The other thing I am working on is doing the Wreaths Across America at the Westerlo Rural Cemetery on December 14th. I have gotten verbal permission from the cemetery association. So I will be looking for donors to support a wreath for a veteran. I am currently working on the paperwork for that.

HISTORIAN REPORT

Town Historian Dennis Fancher submitted and read the following report:

Historians Report

September 3, 2019

Since the 2020 Census will be upon us, I thought this article about the settlement of Albany County in the 1800's may be of interest.

In 1800 a census was taken but eastern part of our town was the Town of Coeymans and the western half of our town was the Town of Rensselaerville. This census and those prior were more of a census of farmers and their livestock. No thought was given to the settlers and their professions. The failings of early census reports made the states census reports in later years to be more detailed.

The state revised the Constitution in the year 1821 as to order a state census to be taken in the year 1825 and every 10 years thereafter. The census was to be an actual count of the population.

The first census that I have is in 1835 showing a total population in Westerlo as 3,074. Population declined in the next 30 years and on the 40th year in 1875 census population was 2,316.

2010 census shows a population of 3,361.

All the hilltowns lost population and it is speculated that the cause was the passing of our area by the railroads which was a lifeline for industry.

In 1885 there was no census taken even though the State legislature passed an act that one should be taken, Governor Hill vetoed it and as a result none was taken.

Census detail, not only include number of males, females by age group, it included livestock professions and slaves.

Without going into too much detail, NYS passed a law in 1817 that freed all slaves born before 1799 but they were not free until 1827.

In 1820 census, the only one I have available there were 8 slaves.

It has been written in several texts that slaves in the hilltowns were treated with kindness and respect.

One such slaveowner was Moses Smith who operated the mercantile where the Library is now.

Following the Civil War Moses freed his slave but she did not want to leave. He built a small house for her behind the store and she lived there until she died.

Population changed in the 1900's as automobiles and other forms of motorized travel came into our lives.

WESTERLO HOMETOWN HEROES COMMITTEE (WHHC) REPORT

There was no Hometown Heroes report this month.

MOTION TO ACCEPT REPORTS

Councilwoman Burnside made a motion to accept the Grant Writer, Zoning and Planning Boards, Broadband Research, Museum and Historian reports as submitted. Councilman Filkins seconded, all in favor motion carried.

MOTION FOR TRAINING HOURS

Councilman Sherman made a motion to adopt the following resolution:

WHEREAS: Planning Board member Edwin Stevens attended NYSEDA training held on 8/22/19, be it hereby

RESOLVED: The Town Board approves two (2) hours of training for Edwin Stevens.

Seconded by Councilman Filkins, a vote resulted as follows:

AYES: Councilman Filkins, Councilwoman Burnside, Councilman Sherman, Councilman Boone

NAYES: None

RESOLUTION # 62 - 2019 was thereby duly adopted.

UTILITY REPAIR CREW BID

Mr. Bichteman mentioned that the Utility Repair Crew Contract for the Westerlo Water Dist No 1. and the town is up for Bid. Bids will be received at the Town Clerk's office until 4pm on Oct. 16th and opened at the Town Board meeting on Oct. 16th. Councilwoman Burnside made a motion to adopt the following resolution:

WHEREAS: Utility Repair Crew contract is expiring, be it hereby

RESOLVED: The Town Board authorizes Acting Supervisor Bichteman to Bid the Utility Repair Crew contract on behalf of the Town of Westerlo for the town and Westerlo Water Dist. No. 1 for the year 2020.

Seconded by Councilman Filkins, a vote resulted as follows:

AYES: Councilwoman Burnside, Councilman Boone, Councilman Sherman, Councilman Filkins

NAYES: None

RESOLUTION # 63 - 2019 was thereby duly adopted.

OPEN TO PUBLIC

Zoning Board Chairperson Sefcik indicated that at the last Zoning Board meeting they discussed the sign proposal mentioned by Mrs. Verch and were not in favor of it as it was submitted due to the lack of information to put on them and overall maintenance. They were however in favor of putting a sign up where the site is itself and a sign at the transfer station.

With no further business to discuss, Councilman Sherman made a motion to adjourn the meeting, seconded by Councilman Filkins. All in favor motion carried. Meeting adjourned at approximately 10:40pm.

Respectfully submitted,

Kathleen Spinnato
Town Clerk

PROPOSED AMENDMENTS TO EMPLOYEE HANDBOOK

Section 500 OPERATIONAL POLICIES

505 Expense Reimbursement Policies

¶ 1: **Eligible Expenses-** following 1st sentence add “Highway Department employees may be reimbursed for the cost of maintaining a NYS Commercial Drivers License.”

Section 800 EMPLOYEE BENEFITS

801 Holidays

¶ 4: **Assigned to Work on a Holiday-** strike 2nd sentence “For example...”

Section 800 EMPLOYEE BENEFITS

802 Vacation Leave Policies

¶ 1: **Allowance-** change allowances to read;

AFTER COMPLETION OF:

6 months of service

2 years of service

5 years of service

10 years of service

After 10 years of service

ALLOWANCE:

40 hours

80 hours

120 hours

160 hours

Add 8 hours more for each 4yrs

Section 800 EMPLOYEE BENEFITS

803 Sick Leave Policies

¶ 1: **Allowance-** change allowances to read;

AFTER COMPLETION OF:

6 months of service

3 years of service

5 years of service

ALLOWANCE:

40 hours

56 hours

64 hours

Section 800 EMPLOYEE BENEFITS

804 Personal Leave Policies

¶ 1: **Allowance-** change allowances to read;

AFTER COMPLETION OF:

6 months of service

5 years of service

ALLOWANCE:

32 hours

40 hours

Section 800 EMPLOYEE BENEFITS

806 Medical Plans

¶ 3: **Full-Time Elected Officials-** strike the last sentence; “Coverage is available to the Town Attorney as part of the Town Attorney compensation.”

**2020
TOWN OF WESTERLO
Water District 1
Fee Schedule
Effective January 1, 2020**

As adopted by Town Board Resolution, _____, 2019

ANNUAL FEE

Water Tax (Annual Bond Repayment)	\$315.00
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USAGE FEES

Water Bill (Rate per 1,000, minimum quarterly billing of 5,000 gallons)	\$20.47
Annual System maintenance fee (for district parcels with no connections)	\$50.00

APPLICATION FEES

Application Fee (for service connection, includes water meter assembly, inspection and turn on)	\$385.00
Application Fee (for Water District Extension)	\$1500.00

WATER SERVICE MAINTENANCE FEES

Turn on water to residence - Scheduled	\$50.00
Shut off water service to residence - - Scheduled	\$50.00
Emergency	\$100.00
Water meter testing – owners request	\$50.00
Special reading of water meter	\$50.00

OTHER FEES

Replacement of water meter (resident negligence)	\$350.00
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**2020
WESTERLO WATER DISTRICT 1
Budget Projection**

Consumption-

- Average Daily Usage: 6850 gals/day
- Annual Usage: 2.7 +/- MG

Expenses-

- | | |
|--------------------------|----------|
| • System Operator Salary | \$28,219 |
| • Central Hudson | \$ 7277 |
| • Bond Repayment | \$28000 |
| • Operating expense | \$ 7861 |
| • General Fund Repayment | \$ 3000 |

Non reoccurring Expenses 2019

- | | |
|------------------------|--------|
| • Bromomethane | \$ 0 |
| • Fire Hydrant Repairs | \$3765 |
| • Emergency Repair | \$5191 |

Totals	\$ 83313
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\$83313 minus \$28000 = \$55313 to be recovered through sales.

\$55313 divided by 2.7 MGY = \$20.47 per thousand water rate

TOWN OF WESTERLO
RULES FOR RESERVATION OF PARK FACILITIES
South Westerlo and Westerlo Town Parks
(as set forth in Local Law No. 3 of 1989)

The Town of Westerlo proudly maintains its park facilities for use by all Town residents. The Town further understands and realizes that there is need for residents to use certain facilities within the parks for large gatherings. The Town permits that certain facilities within the parks be reserved for personal use. The following Rules, in conjunction with the restrictions set forth in Local Law No. 3 of 1989, apply to all park reservations.

1. The park reservation fee is \$50 for residents and \$100 for non-residents. The South Westerlo park reservation fee is \$25 for residents and \$50 for non-residents. The reservation fee for special events is \$100. In order to benefit from the reduced residency fee, proof of residency must be submitted with your application for reservation of park facilities. The Town Supervisor may at their discretion waive park reservation fees and/or deposits for not for profit organizations or worthy community groups.
2. In addition to the park reservation fee, the Town requires a \$200 park deposit fee and \$100 park deposit fee for South Westerlo, which shall be paid with the reservation fee. The deposit must be paid via check only and shall be returned via check when the bathroom key is returned, unless there is any damage or cleanup required by the Town after the subject usage. The deposit fee shall be used to pay the personnel and repair costs resulting from the use of the park facilities. Any balance remaining thereafter will be returned to the applicant.
3. The applicant/responsible party must be over the age of 21.
4. Only the pavilion and/or softball field (Westerlo) can be reserved for private use. The remainder of the park facilities remain open for public use, including but not limited to the tennis courts, basketball courts, Little League fields, and hiking paths.
5. A Certificate of Insurance naming the Town of Westerlo as a loss payee for any rental service that will be present at your function must be submitted to the Town Hall, and approved by the Town Attorney, at least one week prior to the date of use.
6. There is a designated area for large BBQ pits (i.e. Brooks BBQ, Giffy's BBQ, etc.)
7. If picnic tables are moved outside of the pavilion they must be placed back in the pavilion.
8. All paraphernalia used during the rental period must be removed and/or cleaned up, such as balloons, confetti, streamers, etc.

9. All garbage must be placed in the garbage bags which are located inside the garbage cans in the park. **DO NOT REMOVE THE BAGS FROM THE CANS.**
10. Park bathroom facilities must be checked, and excess paper towels, etc. must be placed in garbage cans.
11. If you cancel your reservation, in order to have your park reservation fee returned, your cancellation must be received in writing by the Town of Westerlo, by fax or U.S. mail, two weeks prior to your scheduled date of use.
12. All activities cannot start until the Park is officially opened and must cease when the Park is closed unless other arrangements have been made in advance. All patrons must vacate the park upon its closing.
13. Failure to abide by these rules may result in the Town's refusal to permit the applicant/responsible party to reserve the park facilities on future occasions