

**TOWN OF WESTERLO  
SPECIAL TOWN BOARD  
MEETING OF  
TUESDAY JUNE 22, 2021**

The Town of Westerlo Town Board held a Special Town Board meeting on Tuesday, June 22, 2021 at the Richard H. Rapp Municipal Building located at 933 County Route 401, Westerlo, NY 12193. Deputy Supervisor Kryzak opened the meeting at 7:01pm with the Pledge of Allegiance to the Flag.

Attending were: Councilwoman Amie L. Burnside  
Deputy Supervisor/Councilman Matthew Kryzak  
Councilman Joseph J. Boone  
Councilman Richard Filkins

Also attending were: Previous Planning Board Chairwoman Dorothy Verch, Hometown Heroes member Lisa DeGroff and Town Clerk Karla Weaver

**PLANNING BOARD DISCUSSION**

Previous Planning Board Chairperson Dorothy Verch offered to assist the Planning Board and new chair as needed. Planning Board member Richard Kurylo will chair the next meeting.

**NEW BUSINESS**

**ADS FOR IN PERSON MEETINGS, PLANNING BOARD VACANY & SPECIAL TOWN BOARD MEETING REGARDING ASSESSOR APPOINTMENT)**

Councilman Boone made a motion to adopt the following resolutions:

- WHEREAS:** The Town of Westerlo will be returning to in person meetings, and  
**WHEREAS:** There is a vacancy on the Planning Board, and  
**WHEREAS:** The Town Board must hold a Special Town Board meeting to discuss assessor appointments, be it hereby  
**RESOLVED:** The Town Board authorizes the Town Clerk to advertise for one week that all meetings will now be held in person at the Richard Rapp Municipal Building effective immediately, and further  
**RESOLVED:** The Town Board authorizes the Town Clerk to advertise for a vacancy on the Planning Board for a total of two weeks with application/resumes to be submitted by July 30<sup>th</sup> at noon to the Town Clerk, and further  
**RESOLVED:** The Town Board authorizes the Town Clerk to advertise for a Special Town Board meeting on July 6, 2021 for the purpose of discussing assessor appointments and any other business before the Town Board.

Seconded by Councilman Kryzak; a vote resulted as follows:

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

NAYS: None

**RESOLUTION # 65 of 2021 was thereby duly adopted.**

**CHANGING LOCKS FOR TOWN CLERK’S OFFICE & FOR TOWN HALL BUILDING**

The Town Clerk mentioned needing to have her locks changed on her office. Discussion continued regarding possibly changing locks on the Town Hall Building. Town Clerk will request a quote from Hilltown Locksmith for changing the locks on the Town Clerk’s office and for the outside doors at the Town Hall. She will provide that information to the Town Board at a later time. Councilman Kryzak made a motion to authorize the Town Clerk to receive quotes for replacing the locks on the Town Clerk’s office and outside doors for the Town Hall. Councilwoman Burnside seconded, all in favor motion carried.

**BUILDING DEPARTMENT AND TOWN CLERK -CHANGE IN OFFICE HOURS**

Councilman Kryzak mentioned changing Thursday evenings office hours for the Town Clerk and Building Department to close at 7pm to match the Assessor’s office. Councilwoman Burnside indicated she was in favor of changing the hours for all offices working Thursday evening to close at the same time for security purposes.

Councilman Kryzak made a motion to adopt the following resolution:

- WHEREAS:** The Building Department and Town Clerk’s Thursday office hours need to be changed to close at the same time as the Assessor at 7pm, be it hereby
- RESOLVED:** The Town Board authorize the Building Department’s Thursday evening office hours to be changed from 5pm-8pm to 4pm-7pm, and
- RESOLVED:** That the Town Clerk’s Thursday evening office hours be changed from 3pm-8pm to 3pm-7pm, and further
- RESOLVED:** That the Town Board authorize the Town Clerk to advertise for the change in office hours in the newspaper and on the Town website.

Seconded by Councilwoman Burnside; a vote resulted as follows:

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

NAYS: None

**RESOLUTION # 66 of 2021 was thereby duly adopted.**

**OLD BUSINESS**

**HERITAGE MUSEUM - PROPOSED LOCAL LAW & BY-LAWS**

Mr. Kryzak asked the Town Board to review the proposed Local Law and By-Laws for the Heritage Museum. Councilman Boone indicated he has not sent his suggestions yet to the Town Board and will do that.

**LIBRARY PARK RENTAL DATES/SUMMER REC PROGRAM**

It was mentioned that the Library requested four additional dates for their story walk scheduled at the Westerlo Town Park for July 13<sup>th</sup> and 27<sup>th</sup> and August 10<sup>th</sup> & 24<sup>th</sup>. Councilman Kryzak indicated the fees and deposits will be waived for these dates. Councilman Boone advised that the traditional summer recreation youth program will be revised into a season long series of events. Mr. Boone mentioned that Planning Board member Beau Loendorf will be requested to assist in a coordinator position for a subcommittee.

### **LAND USE MORATORIUM**

Councilman Kryzak mentioned that the temporary Land Use Moratorium is set to expire on August 28<sup>th</sup> however can be extended. He indicated public hearings still need to be held and the Comprehensive Plan draft will need to go before Albany County Planning Board (ACPB) for their recommendations. The moratorium can be extended in 30-day increments as needed while the Town Board and public reviews the proposed Renewable Zoning Laws and draft Comprehensive Plan. Town Clerk Weaver mentioned that the three proposed Local Laws on Solar, Wind and Battery Storage were submitted to ACPB for their review however at the time they were submitted as one law. Mr. Kryzak indicated the draft laws will be treated as three separate laws; the Town Clerk will follow up with ACPB.

### **AD FOR THREE PUBLIC HEARINGS FOR PROPOSED RENEWABLE LAWS**

Councilman Kryzak made a motion to adopt the following resolution:

**WHEREAS:** The Town Board needs to schedule three public hearings regarding Zoning Law changes for three proposed Local Laws on Solar, Wind and Battery Storage, be it hereby

**RESOLVED:** The Town Board authorizes the Town Clerk to advertise three Public Hearings regarding Zoning Law changes as it relates to three proposed Local Laws on Solar, Wind and Battery Storage. The Public Hearings will be scheduled prior to a Special Town Board meeting on Wednesday, July 14<sup>th</sup> at 7pm.

Seconded by Councilwoman Burnside; a vote resulted as follows:

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

NAYS: None

**RESOLUTION # 67 of 2021 was thereby duly adopted.**

### **COMPREHENSIVE PLAN**

Councilman Boone discussed the Comprehensive Plan. He believed the other Town Board members were present when the Town Board interviewed the potential consultants for the Comprehensive Plan (Barton & Loguidice, Nan Stolzenburg and LaBerge). He mentioned that the Town of Westerlo doesn't have unlimited funds however indicated it was necessary to spend the money on the draft Plan. The Town will have a document which can be utilized moving forward and can be updated over time.

### **PUBLIC COMMENTS**

Westerlo Hometown Heroes Committee member Lisa DeGroff asked for the Town Board to add two items to the next workshop agenda. She believed the Fire Co. should reevaluate the occupancy of the Town Hall. She would also like to see a Hometown Heroes section be added to the Town website where people can look for updates, applications and photos.

Previous Planning Board Chair Dorothy Verch wondered if Attorney Afzali could attend future Planning Board meetings. There are going to be four public hearings and one application at the July 13<sup>th</sup> meeting. Councilman Kryzak will look into it.

Councilman Filkins advised that the American Legion has been trying to put a face to every name for the Vietnam Veterans Memorial wall. They are about 60-70% done.

**EXECUTIVE SESSION**

Councilman Kryzak made a motion to enter into executive session at 8:03pm.  
Councilman Filkins seconded; all in favor motion carried.

Councilman Kryzak made a motion to return from executive session at 9:05pm. Seconded by Councilwoman Burnside; all in favor motion carried.

**DEPUTY TOWN CLERK III**

Town Clerk Weaver is bringing on Britta Biggs as a Deputy in the Town Clerk's office to begin training immediately. Britta is already Clerk to the Board's. Councilman Kryzak made a motion to adopt the following resolution:

**WHEREAS:** The Town Clerk hired Britta Biggs as Deputy Clerk III however her rate of pay needs to be set; be it hereby

**RESOLVED:** Town Board set the rate of pay at \$19.08/hr for this position.

Seconded by Councilwoman Burnside; a vote resulted as follows:

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

NAYS: None

**RESOLUTION # 68 of 2021 was thereby duly adopted.**

**ADJOURNMENT OF MEETING**

With there being no further business, Councilman Filkins made a motion to adjourn the Special Town Board meeting. Councilwoman Burnside seconded; all in favor motion carried. Meeting adjourned at 9:06pm.

Respectfully Submitted,

Karla J. Weaver