

**TOWN OF WESTERLO
REGULAR TOWN BOARD MEETING
OF
TUESDAY, SEPTEMBER 20, 2022**

The Town of Westerlo Town Board held a regular meeting on Tuesday September 20, 2022 at the Town Hall 933 County Route 401, Westerlo, NY. Supervisor Kryzak opened the meeting with the Pledge of Allegiance to the Flag at 6:00 PM.

Attending were: Supervisor Matthew Kryzak
Councilman Joshua Beers
Councilwoman Lorraine Pecylak
Councilman Peter Mahan
Absent were: Councilwoman Amie L. Burnside

Also attending were:

Highway Superintendent Jody Ostrander, Planning Board Member William Hall, Hometown Heroes Committee Member Lisa DeGross, Town Attorney George McHugh, Town Clerk Karla Weaver, Deputy Town Clerk Marta Pongo, Deputy Town Clerk Kathleen Spinnato, Museum Board President Palma Schloer, Fire Company President Chris Allen and approximately 2 interested residents.

Councilman Beers made a motion to open the Town Board meeting. Councilman Mahan seconded; motion carried by those present.

TOWN BOARD MINUTES

Councilwoman Pecylak made a motion to approve the meeting minutes of August 16, 2022 and September 6, 2022. Councilman Beers seconded; motion carried by those present.

TOWN CLERK REPORT (AUGUST 2022)

Deputy Town Clerk Pongo reviewed the Town Clerk reports for August 2022. Councilman Beers made a motion to accept the Town Clerk report for August 2022 as submitted. Councilman Mahan seconded; motion carried by those present.

PAYMENT OF MONTHLY BILLS (AUGUST 2022)

Councilman Beers made a motion to adopt the following resolution:

WHEREAS: the Town Board has audited the monthly bills, be it hereby
RESOLVED: the following August 2022 bills be paid Voucher # 431 through Voucher # 503 in the amount of \$102,941.95

Councilwoman Pecylak seconded the motion, a vote resulted as follows:

AYES: Councilman Beers, Councilwoman Pecylak, Supervisor Kryzak, Councilman Mahan

NAYS: None

RESOLUTION # 106 – 2022 was thereby duly adopted.

INVESTMENT REPORT (AUGUST 2022)

Supervisor Kryzak advised that the Town earned \$335.09 in interest for the month of August 2022 with the Bank of Greene County. Councilwoman Pecylak made a motion to approve the interest report for August 2022. Councilman Beers seconded; motion carried by those present. Mr. Kryzak reported that NYCLASS only made a few cents. Councilman Beers made a motion to approve the NYCLASS report for 2022. Councilman Mahan seconded; motion carried by those present.

TOWN COURT

Supervisor Kryzak advised that on September 3, 2022 the Town Court transmitted electronically \$649.00 for Robert Carl and \$1,486.00 for Kenneth Mackey to NYS Comptroller for the fines and fees for their cases. Councilman Beers made a motion to approve the Town Court report for August 2022. Councilwoman Pecylak seconded; motion carried by those present.

SUPERVISOR REPORT (AUGUST 2022)

Supervisor Kryzak reviewed the Supervisor's report. Councilman Beers made a motion to accept the Supervisor's report for August 2022. Councilwoman Pecylak seconded; all in favor motion carried.

COMMITTEE REPORT'S

PLANNING BOARD

The Planning Board approved the Special Use Permit 22-2 and is holding public hearings for Special Use Permit 22-3 and SD-1-22 (minor subdivision) at our next meeting on October 11th at 7PM in the town hall. The board will also vote in October to move their November 8th meeting date or to cancel that meeting, due to it falling on Election Day.

Beau Loendorf

Westerlo Planning Board Chair

HOMETOWN HEROES

Westerlo Hometown Heroes Meeting Report August 23, 2022

Present; Lisa DeGroff, Matt Kryzak, Becky Kryzak, Rick Haley, Rachel Haley

• Veterans Garden

➤ Memorial Benches – still interest in limiting the number of benches so the area doesn't look overcrowded. Betty reported pricing on benches from Helderberg Bluestone and is going to reach out to them again to see if they can do it for less in exchange for acknowledgment as a contributor.

➤ Ricky and Rachel Haley reported on their visits to area businesses and what they are willing to contribute in the way of donations.

➤ Installation update – will begin prepping the area when working on the creek. Still on track to have area ready by November 13th.

➤ No update on any grants from NYS but there is a grant available through Albany County Legislature. Lisa working on the details to see about submitting.

➤ Summary of donors to date remains the same: Bank of Greene County, Hannay Reels, Carver Companies, Wm. Biers Landscaping Supplies, Multi-Phase Construction, Hilltown Landscaping, Taylor Monuments.

- Closing Ceremony

- *Catered food – Decided on a simple menu: baked ziti, meatballs, salad, fruit, cupcakes. Waiting until time is closer to get a quote from the Maple so pricing is relevant. Betty previously contacted someone she knows about cupcakes. Need the pricing so committee can decide on an order.*

- *Still need to confirm; Boy Scouts, Bagpipes, Open/Closing prayer, Star Spangled Banner singer.*

- *Looking to Beau for new ideas, decorations, invitations and programs. Will follow up with Beau at a later date as he was unable to attend.*

- *Budget amount for the ceremony was discussed.*

- *Committee will work with Beau at a later date regarding decorations, using what we have and deciding what new items we need.*

- *New ideas as suggested by Beau need to have details worked out. Will discuss at a later date when Beau is available to attend.*

- *An idea of creating a Hometown Heroes Challenge coin was discussed. All were in favor. Lisa to look to Awards by Walsh for ideas and pricing.*

- *Need to have invites ready to go in the mail by first week in October.*

- Veterans Day Ceremony & Dedication

- *No updates yet on any band, opening prayer or who to sing National Anthem. Discussed using different people than Closing Ceremony so it is not a repeat event.*

- *Refreshments and take home gift not discussed and tabled to discuss with Beau.*

- *Greenville for the ladder truck for American Flag at entrance – a possibility – who will reach out?*

- *Discussed ideas for guest speakers*

- *Need to have invites ready to go in the mail by first week in October.*

- *Invitations must go to all area veteran organizations and Gold Star/Blue Star Mothers groups*

- Fall Festival

- *Should Hometown Heroes will have a table? All decided yes. Still have all the materials from car show ready to go. Everyone plans on attending and can rotate around to help out.*

Next meeting – Tuesday September 27 th at the Town Hall

HIGHWAY DEPARTMENT

Highway Superintendent Jody Ostrander gave a brief summary of the work that is being done by the creek at the Town Park.

BUILDING DEPARTMENT

August 2022 Report - Building/ Zoning

Jeffry Pine BI/CEO

Applications Processed

Special use – 1

Variance request- 3

Sub– divisions – 1

Building permits issued – 12

New houses - 5

Accessory structures – 3

Solar Pv - 2

Other – 2

Cell tower / commercial - 0

Construction inspections- 28

Site visits – 11

Fire calls – 0

Fire safety inspections and follow ups - 1

4 - In-service Training hours. 22hrs YTD (24 hours required to maintain certification)

ASSESSOR

To: Westerlo Town Board

From: Melanie Bunzey, Assessor

Date: September 15, 2022

Re: Monthly Report – July & August 2022

School Tax bill reports were processed and submitted to Greenville CSD and BKW (via NERIC) so that bills can be printed and mailed.

Several calls were received and responded to regarding school tax bills.

New Sales Transmittal Reports were submitted to the State (listing sales since last report with 24 sales.)

Updated exemption forms are available from the State and are being printed and copied in preparation of the new exemption year.

Completed a course regarding valuation which will meet partial requirement for continuing education credits.

The Westerlo Baptist Church has requested information on new owners so that they can reach out to new residents. Monthly reports will be provided.

Photos have been taken where certificates of completion have been issued and assessments are being adjusted for 2023. I will be continuing to drive around taking photos as certificates of completion are submitted to me.

Address changes are made on a regular basis as well as bank escrow information. Routine calls and emails are received and answered on nearly a daily basis.

The system is checked for property owners listed on death notices regularly received via email from A.J. Cunningham Funeral Home, exemptions removed if necessary and notifications of exemption change mailed.

STAR reports received from New York State have been processed. Those reports are:

Report 7: Final Roll Corrections Report

Report 8: STAR Credit Eligible Report

Respectfully submitted,

Melanie Bunzey

Assessor

OLD BUSINESS

EMPLOYEE HANDBOOK

Mr. Kryzak advised that the suggested changes to the Employee Handbook are still under review and hopefully we will have it by the organizational meeting.

PROPOSED FIRE CO. NEW BUILDING UPDATE

Supervisor Kryzak mentioned when discussing the proposed new building for the Fire Co. that the survey needs to be done before starting the subdivision process. Once that is completed, the Town can schedule a Public Hearing. Town Attorney McHugh advised he is working closely with Charlie Hyde who provided an estimate of a minimum of \$3,000.00 and maximum of \$4,000.00. The price would include full subdivision and a full map.

HEALTH INSURANCE COST INCREASE

Supervisor Kryzak mentioned that the health insurance premium increases are up to 7%. Total proposal for MVP Gold premium for year 2023 is \$212,087.00. Coverage will stay the same.

TENTATIVE BUDGET DUE BY SEPTEMBER 30, 2022

The Supervisor advised that he will provide the 2023 Tentative Budget to the Town Clerk by September 30th and she will turn it over to the Town Board.

HOUSE CLEANING POSITION

Supervisor Kryzak advised he received two applications for the house cleaning position so far. He suggested to keep the position hourly through the rest of the year to see how the person will perform. Eventually they can switch that position to salary.

TONKO GRANT UPDATE

Supervisor Kryzak advised that the Town doesn't have to provide the matching portion of the Tonko grant. The Town will receive a total amount of \$1,687,500.00.

Supervisor Kryzak also mentioned that it was not worth moving forward with the SAM grant.

NEW BUSINESS

FALL FESTIVAL

Town Clerk Weaver gave a brief summary about 2nd Annual Fall Festival which was a big success. Next year the plan is to be bigger with lots of new activities and surprises.

NEXT DONATION

Town Clerk Weaver mentioned that a lot of school supplies were collected during the "Back to School Supply Drive". They were evenly distributed between two school districts; BKW and Greenville CSD. The Town Clerk's Office will now prepare for the 2nd Annual Christmas Tree Lighting. Town Clerk Weaver mentioned that this year she would like to do a fundraiser to help sponsor a local family for the holidays.

WATER OPERATOR POSITION

Supervisor Kryzak indicated he would like to authorize water operator training for Dave Pecylak and Josh Beers. The training would cost \$175 per person and after the training, they would become Grade B Water Operators. Town Attorney George McHugh advised that since Josh Beers holds an elected position, he can't be a Town employee. He can serve as a contractor but there are still ethical issues involved. Supervisor Kryzak advised that he is not appointing anyone yet for that position.

Councilman Kryzak made a motion to adopt the following resolution:

WHEREAS: the Town Board would like Dave Pecylak to train to become a Grade B Water Operator, be it hereby

RESOLVED: the Town Board authorize Dave Pecylak's training to become a Grade B Water Operator.

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

AYES: Councilman Beers, Supervisor Kryzak, Councilman Mahan

NAYS: None

ABSTAINED: Councilwoman Pecylak

RESOLUTION # 107 – 2022 was thereby duly adopted.

Councilman Kryzak made a motion to adopt to the following resolution:

WHEREAS: the Town Board would like Josh Beers to train to become a Grade B Water Operator, be it hereby

RESOLVED: the Town Board authorize Josh Beers' training to become a Grade B Water Operator.

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

AYES: Councilman Mahan, Supervisor Kryzak, Councilwoman Pecylak

NAYS: None

ABSTAINED: Councilman Beers

RESOLUTION # 108 – 2022 was thereby duly adopted.

PUBLIC COMMENT

Museum Board President Palma Schloer thanked Town Clerk Weaver and all the volunteers for their hard work planning the Fall Festival. It was a great event.

ADJOURNMENT OF MEETING

With there being no further discussion, Councilman Beers made a motion to close the Town Board meeting. Councilwoman Pecylak seconded; motion carried by those present. Meeting adjourned at 6:51 pm.

Respectfully submitted,

Marta Pongo
Deputy Town Clerk

