

**TOWN OF WESTERLO
REGULAR TOWN BOARD MEETING
OF
TUESDAY, OCTOBER 18, 2022**

The Town of Westerlo Town Board held a regular meeting on Tuesday, October 18, 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
 Councilwoman Amie L. Burnside

Absent were: None

Also attending were:

Highway Superintendent Jody Ostrander, Planning Board Chair Beau Loendorf and Member William Hall, Zoning Board Chair Rich VanInderstine, Town Justice Robert Carl, Museum Board President Palma Schloer and Vice President Betty Filkins, Hometown Heroes Member Rick Haley, Water Committee Member Kelly Keefe, Deputy Dog Warden Konrad May, Library Employee Kim Slingerland, Clerk to the Boards Claire Marshall, Town Attorney George McHugh, Town Clerk Karla Weaver, Deputy Town Clerk Marta Pongo, Deputy Town Clerk Kathleen Spinnato, and approximately 9 interested residents.

Councilman Beers made a motion to open the Town Board meeting. Councilwoman Burnside seconded; all in favor motion carried.

TOWN BOARD MINUTES

Councilwoman Pecylak made a motion to approve the meeting minutes of September 20, 2022, October 4, 2022 and October 12, 2022. Councilman Beers seconded; Councilwoman Burnside abstained from the September 20th and October 4th; motion carried.

TOWN CLERK REPORT (SEPTEMBER 2022)

Town Clerk Weaver reviewed the Town Clerk reports for September 2022. Councilman Beers made a motion to accept the Town Clerk report for September 2022 as submitted. Councilman Mahan seconded; all in favor motion carried.

PAYMENT OF MONTHLY BILLS (SEPTEMBER 2022)

Councilwoman Burnside made a motion to adopt the following resolution:

WHEREAS: the Town Board has audited the monthly bills, be it hereby
RESOLVED: the following September 2022 bills be paid Voucher # 504 through
 Voucher # 555 in the amount of \$98,450.24.

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

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

NAYS: None

RESOLUTION # 113 – 2022 was thereby duly adopted.

INVESTMENT REPORT (SEPTEMBER 2022)

Supervisor Kryzak advised that the Town earned \$288.52 in interest for the month of September 2022 with the Bank of Greene County. Councilwoman Pecylak made a motion to approve the interest report for September 2022. Councilman Beers seconded; all in favor motion carried.

SUPERVISOR REPORT (SEPTEMBER 2022)

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

TOWN COURT REPORT

Supervisor Kryzak advised that the Town Court transmitted electronically to the Supervisor \$1,305.00 from Town Justice Kenneth Mackey and \$635.00 from Town Justice Robert Carl for NYS Comptroller for the fines and fees for their cases.

COMMITTEE REPORT'S

LIBRARY

Mary Ann Witt reported for the Library. All of the face-to-face programming has restarted. On Oct. 24th at 6:30 pm there is a program on opioids and Narcan.

PLANNING BOARD

Planning Board Chair Loendorf advised that the Planning Board saw nothing wrong with a minor subdivision in the Town of Rensselaerville. The minor subdivision for Bonneau was approved as well as the Special Use permit for Shephard's antique shop. The next meeting will be held on Wed. Nov. 9th due to Election Day.

ZBA

ZBA Chair VanIlderstine advised that the ZBA accepted three applications at their September meeting. The Public Hearings were originally for Oct. 24th however, will need to be postponed.

MUSEUM

The next event for the Museum is a bake sale at the Town Hall on Election Day from 9 am until sold out.

HOMETOWN HEROES

Hometown Heroes Chair Burnside reported that the closing ceremony is Nov. 5th at the Westerlo Baptist Church. There is also an event on Sunday, Nov. 13th.

BUILDING DEPARTMENT

September 2022 Report

*Building/ Zoning
Jeffry Pine BI/CEO*

Applications Processed

Special use – 1

Variance request- 0

Sub- divisions – 1

Building permits issued – 12

New houses - 1

Accessory structures – 6

Solar Pv - 1

Other – 3

Cell tower / commercial - 1

Construction inspections- 35

Site visits – 6

Fire calls – 0

Fire safety inspections and follow ups - 7

4 - In-service Training hours. 26 hrs YTD (24 hours required to maintain certification)

OLD BUSINESS

EMPLOYEE HANDBOOK

Mr. Kryzak is still hopeful to have the handbook ready for the organizational meeting in January.

PROPOSED FIRE CO. NEW BUILDING UPDATE

Supervisor Kryzak mentioned that once the surveyor is done, the property can be turned over to the Fire Co.

TENTATIVE BUDGET DISCUSSION CONTINUED

Mr. Kryzak indicated there were a few changes made to the 2023 Tentative Budget that have been made based on the discussion at the last budget meeting. He revised the cover of the budget, advised the Town is down \$484,533 less than the 2022 budget and that the Town is under the 2% tax cap at 1.90%.

Supervisor Kryzak mentioned he met with the Town Clerk and they agreed to revise the salaries as follows: Town Clerk - \$61,800, Deputy Clerk 1 - \$41,500, Deputy Clerk 2 - \$19,000 and Deputy Clerk 3 - \$16,500. He advised the total salaries is down \$6,200.00. Supervisor Kryzak mentioned many towns break out the duties of Town Clerk, Tax Collector, Registrar, etc.; however here it is all lumped together which makes it look artificially inflated but there are a lot of duties that take place in that office. Discussion ensued. A resident indicated the Town used to pay a person to handle the website which the Town Clerk's office has now absorbed as well as adding more meetings to cover and transcribe minutes for. Mr. Mahan expressed only wanting the Town Clerk, the full-time Deputy and possibly a few part-timers to save money; Supervisor Kryzak advised part timers don't save money; studies have shown there's less turn

over, longevity, training pays off in the long run, etc. with full-time employees. Councilman Beers mentioned that he likes to compare local towns such as Coeymans, with multiple revenue sources, indicating they only have a Town Clerk and part-time Clerk. Attorney McHugh responded that was incorrect, there is a full-time Clerk, full-time Deputy and two part-time Clerks. After meeting with the Town Clerk and discussing the budget, Councilwoman Pecylak and Councilwoman Burnside were in favor of the revised numbers. Supervisor Kryzak made a motion to adopt the following resolution:

WHEREAS: The Town Clerk and Deputy salaries proposed for 2023 were discussed, be it hereby

RESOLVED: The Town Board agreed to the following salaries; Town Clerk - \$61,800, Deputy Clerk 1 - \$41,500, Deputy Clerk 2 - \$19,000 and Deputy Clerk 3 - \$16,500.

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

AYES: Supervisor Kryzak, Councilwoman Pecylak, Councilwoman Burnside

NAYS: Councilman Beers, Councilman Mahan

RESOLUTION # 114 – 2022 was thereby duly adopted.

Discussion ensued regarding the Supervisor's office budget and grant writing. Mr. Kryzak advised that the grant writer salary is part of the Confidential Clerk salary and that he intends to keep the Clerk Assistant budget at \$15,500 which was already significantly reduced. Councilman Beers would like the Supervisor to be the backup to save the town money. It was questioned why the Town Clerk's office cannot work in the Supervisor's office; Mr. Kryzak responded, due to checks and balance purposes. Mr. Kryzak advised he is being smarter and reallocating money, he encouraged the Board to look at the big picture, the general fund has not gone up. Overall, the Town is under last year's budget by \$484,533. Supervisor Kryzak made a motion to adopt the following resolution:

WHEREAS: The Supervisor's budget code 1220 for 2023 salaries was discussed, be it hereby

RESOLVED: The Town Board agreed to the salaries as proposed for a total of \$100,450.

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

AYES: Supervisor Kryzak, Councilwoman Pecylak, Councilwoman Burnside

NAYS: Councilman Beers, Councilman Mahan

RESOLUTION # 115 – 2022 was thereby duly adopted.

Attorney fees were discussed, budget code 1420. Supervisor Kryzak proposed an increase of \$4,000 for a total of \$28,000 for legal fees in 2023. Moving forward there will be a lot of legal review of grant contracts, legal work for the new fire house as well as the additional training for the Planning and Zoning Boards. Mr. Kryzak mentioned the Town is only up \$1,000 over the salary for 2021. Councilman Beers made a motion to adopt the following resolution:

WHEREAS: The Attorney's salary proposed for 2023 was discussed; be it hereby

RESOLVED: Councilman Beers proposed a 10% increase for a total of \$26,400.

Councilman Mahan seconded; a vote resulted as follows:

AYES: Councilman Beers, Councilman Mahan

NAYS: Supervisor Kryzak, Councilwoman Pecylak, Councilwoman Burnside
Motion did not carry.

Supervisor Kryzak made a motion to adopt the following resolution:

WHEREAS: The Town Board discussed the 2023 Attorney salary; be it hereby

RESOLVED: The Town Board agreed to the salary as proposed in the 2023 Tentative Budget for a total of \$28,000.

Councilwoman Burnside seconded; a vote resulted as follows:

AYES: Supervisor Kryzak, Councilwoman Burnside, Councilwoman Pecylak

NAYS: Councilman Beers, Councilman Mahan

RESOLUTION # 116 – 2022 was thereby duly adopted.

The Town Board discussed budget code DA9089.82, work boot allowance. It was proposed to increase the allowance from \$150 to \$350 per highway employee. Councilman Beers made a motion to adopt the following resolution:

WHEREAS: The Town Board discussed increasing the work boot allowance, be it hereby

RESOLVED: The work boot allowance increases from \$150 to \$350 per person for a total of \$2,450.

Supervisor Kryzak seconded; a vote resulted as follows:

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

NAYS: None

RESOLUTION # 117 – 2022 was thereby duly adopted.

Councilman Mahan inquired if the library employees were proposed to get a raise. Library Trustee Mary Ann Witt responded that the director is proposed to receive a 2.56% raise and the clerks will receive a 3.33% raise. Mr. Kryzak advised he was able to make it so the library does not need to use their fund balance.

Planning Board Chair Loendorf asked if there was money budgeted for mileage for Planning Board members training. Mr. Kryzak responded that the training line includes all expenses related to training, including mileage reimbursement. Mr. Kryzak also advised there was a small increase to the Clerk to the Board's salary.

NEW BUSINESS

MOVE THE 2023 TENTATIVE BUDGET TO THE 2023 PRELIMINARY BUDGET

Supervisor Kryzak made a motion to adopt the following resolution:

WHEREAS: The Town Board received the 2023 Town of Westerlo Tentative Budget and reviewed the budget at the Special Town Board meeting on Oct. 12th and again at the regular meeting on Oct. 18th, be it hereby

RESOLVED: The Town Board moves the 2023 Town of Westerlo Tentative Budget to the 2023 Town of Westerlo Preliminary Budget.

Councilwoman Pecylak seconded; a vote resulted as follows:

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

NAYS: None

RESOLUTION # 118 – 2022 was thereby duly adopted.

UPCOMING MEETINGS

Supervisor Kryzak advised there will be two Public Hearings and a Special Town Board meeting on Oct. 26th for the purpose of discussing the Preliminary Budget and the intention is to adopt the budget at the Nov. 1st meeting.

UNPAID WATER DISTRICT NO. 1 - RELEVIES TO 2023 PROPERTY TAX BILLS

The water relevy report (see attached) for unpaid Westerlo Water District No. 1 water invoices for the period 10/1/21- 7/1/22 were provided to the Town Clerk by the Confidential Administrator for presentation to the Town Board. The Water Relevies in the amount of \$19,621.37 were presented to the Town Board. Supervisor Kryzak made a motion to adopt the following resolution:

WHEREAS: the Water Relevy report in the amount of \$19,621.37 for unpaid Westerlo Water District No. 1 for the period of 10/1/2021 through 7/1/2022 were presented to the Town Board, be it hereby

RESOLVED: The Town Board acknowledges and approves receipt of the Water District relevy in the amount of \$19,621.37 for presentation by the Town Clerk to the Albany County Legislature for inclusion on the 2023 Town of Westerlo Property Tax Bills for the unpaid accounts.

Councilman Beers seconded; a vote resulted as follows:

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

NAYS: None

RESOLUTION # 119 – 2022 was thereby duly adopted.

PUBLIC COMMENT

A resident inquired about the bridge that has been out in South Westerlo. Mr. Ostrander believed the County DPW would have it open by Halloween.

A previous employee wondered what was going on with the Town's vision insurance; she has been waiting since April to get insurance cards and was advised she wasn't even in their system. The Confidential Administrator advised she has an appointment tomorrow with the insurance company. Once the glitch is fixed, it will be the employees' responsibility to create an online account with the vision and dental company then they can print up their own cards.

Mary Ann Witt thanked Highway Superintendent Ostrander for his quick response regarding an issue with a tree. She also asked about a household hazardous waste day. Mr. Kryzak will inquire with the Albany Co. Legislature, but currently it's not cost effective.

The Board discussed the Freese house that is a hazard in Town on SR 143. Supervisor Kryzak indicated the Town can't do anything until the land bank takes it over.

The ZBA Chair inquired about a personnel issue with the previous Clerk to the Boards. Mr. Kryzak advised he couldn't discuss personnel issues; however, the position has already been filled by someone who has worked for the Town in the Assessor's office for over 20 years. Discussion ensued. Supervisor Kryzak introduced the new Clerk to the Boards, Clerk to the Building Dept. and Clerk to the Assessor, Claire Marshall.

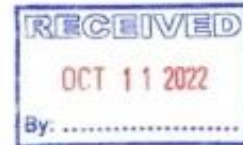
ADJOURNMENT OF MEETING

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 7:50 pm.

Respectfully submitted,

Karla Weaver
Town Clerk

Westerlo Water District No.1
Relevy Report
Session: Pre-Relevy
Group By: Account Type



Account #	Billed Contact	Service Location	Print Key	Relevy Amount
<i>Account Type: WAT</i>				
030	Bailey, George	980 Cty Rte 401	139.9-3-1	\$453.60
050	Bendel, Kerry	987 Cty Rte 401	139.9-1-30	\$1,185.03
100	Cashin-Smith, Siobhan	630 St Rte 143	139.9-2-3	\$504.35
110	Castaldo, Joanna	572 St Rte 143	139.9-2-19	\$2,193.15
150	Zeissler, Matthew	612 St Rte 143	139.9-2-7	\$1,034.22
200	Colon, Juan	985 Cty Rte 401	139.9-1-31	\$872.05
400	Wily, Mystique	28 Cty Rte 1	139.9-1-9	\$849.37
410	Thompson, Ronald	585 St Rte 143	139.9-3-16	\$459.27
420	Kurylo, Richard	47 Cty Rte 1	138.-2-19	\$5,510.11
470	Lounsbury, James	995 Cty Rte 401	139.9-1-28	\$866.37
520	Figueroa, Miguel	583 St Rte 143	139.9-3-17	\$704.21
530	Carl, Jarrett	996 Cty Rte 401	139.9-3-12	\$501.22
550	Damin, Peter M.	41 Cty Rte 412	139.-1-8	\$1,538.84
580	Manny, Thomas	636 St Rte 143	139.9-2-1.1	\$903.81
610	Bendel, Kerry	984 Cty Rte 401	139.9-3-7	\$1,030.81
670	Staubach, Jarrod	23 Cty Rte 1	139.9-1-19	\$322.06
690	Taber, Nina	10 Cty Rte 1	139.9-1-7	\$340.20
780	Holdings LLC, Westerlo	591 St Rte 143	139.9-3-15	\$340.20
870	Vitetta, Joseph	Cty Rte 401	139.9-1-33	\$12.50
Account Type WAT Totals:				\$19,621.37
Grand Total:				\$19,621.37