

**TOWN OF WESTERLO
REGULAR TOWN BOARD MEETING
OF
TUESDAY, NOVEMBER 15, 2022**

The Town of Westerlo Town Board held a regular meeting on Tuesday, November 15, 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

Also attending were: Highway Superintendent Jody Ostrander, Planning Board Chair Beau Loendorf and Members Edwin Stevens and William Hall, Hometown Heroes Committee Member Lisa DeGross, Library President Maureen Sikule and Trustee Mary Ann Witt, Town Attorney George McHugh, Town Clerk Karla Weaver and approximately 2 interested residents.

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

TOWN BOARD MINUTES

Councilwoman Pecylak made a motion to approve the meeting minutes of October 12th, October 18th, October 26th and November 1st. Councilman Beers seconded; all in favor motion carried.

TOWN CLERK REPORT (OCTOBER 2022)

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

BUDGET AMENDMENT

Supervisor Kryzak made a motion to adopt the following resolution:

- WHEREAS:** The Town of Westerlo has had an unforeseen expenditure in the following account; and
- WHEREAS:** the Chief Fiscal Officer has determined that in order to maintain proper balances within the account an interfund transfer is necessary; be it hereby
- RESOLVED:** The Town Board of the Town of Westerlo does hereby authorize Town Supervisor Matthew Kryzak to transfer the following funds as depicted below for Budget year 2022.

General Fund

<u>Amount</u>	<u>From Account</u>	<u>To Account</u>
\$150.00	A1410.23	A1410.42

Councilwoman Pecylak seconded; a vote resulted as follows:

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

NAYS: None

RESOLUTION # 123 – 2022 was thereby duly adopted.

PAYMENT OF MONTHLY BILLS (OCTOBER 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 October 2022 bills be paid Voucher # 556 through Voucher # 620 in the amount of \$110,482.60.

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

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

NAYS: None

RESOLUTION # 124 – 2022 was thereby duly adopted.

INVESTMENT REPORT (OCTOBER 2022)

For the month of October, Mr. Kryzak reported the Town earned \$295.66 in interest for the month of October. NYCLASS may become a good investment due to the increase in rates, he will investigate. Councilwoman Pecylak made a motion to accept the investment report as reviewed by Supervisor Kryzak. Councilman Mahan seconded; all in favor motion carried.

SUPERVISOR REPORT (OCTOBER 2022)

Supervisor Kryzak reviewed the Supervisor's report and reported the balance for all accounts was \$3,454,265.84 for the month of October. He also indicated it's been a good year for sales tax. Councilman Mahan made a motion to accept the Supervisor's report for October 2022. Councilman Beers seconded; all in favor motion carried.

TOWN COURT & COMMITTEE REPORTS

Supervisor Kryzak advised that the Town Court transmitted electronically \$1,069.00 for Robert Carl and \$823.00 for Kenneth Mackey to NYS Comptroller for the fines and fees for their cases for October.

HOMETOWN HEROES COMMITTEE

Hometown Heroes Committee Member Lisa DeGross reported that the Hometown Heroes Committee is made up of eight people who do a tremendous amount of work. She gave recognition to Jody Ostrander and the Highway Department, Town Clerk Karla Weaver and the Town Clerk's office staff, Rosemary McHugh from the Supervisor's office and the companies

that donated. She mentioned roughly 150 people attended the Closing Ceremony where they honored 20 new banner recipients. They also designed a brand-new banner which is to honor any Westerlo resident, past or present, who has served on a Fire Dept., Law Enforcement, EMS, Paramedic or Dispatch. They have commemorative challenge coins available for purchase for \$25.

Mrs. DeGroff also reported on the Veterans Garden dedication. The new park sign was introduced which was donated by Dave Burkhart. Supervisor Kryzak and his wife Rebecca unveiled the feature monument, Betty and Rich Filkins unveiled the POW MIA monument and Rick and Rachel Haley unveiled the Battlefield Cross.

The Committee hopes to have a parade for Veterans Day and a Veterans Day ceremony in the future.

LIBRARY

Library President Maureen Sikule advised a Library Trustee whose term expires in 2025, will be stepping down in December. She also mentioned that there will be an artist talk on Monday at 6 pm.

PLANNING BOARD

Planning Board Chair Beau Loendorf reported that the last Planning Board meeting was cancelled and reminded that the ZBA is having a Special meeting tomorrow at 7 pm.

HIGHWAY

Highway Superintendent Jody Ostrander advised CHIPS has been submitted and the highway department is ready for the impending storm.

BUILDING DEPARTMENT

October 2022 Report

Building/ Zoning

Jeffry Pine BI/CEO

Applications Processed

Special use – 1

Variance request- 3

Sub- divisions – 1

Building permits issued – 4

New houses - 0

Accessory structures – 1

Solar Pv - 1

Other – 1

Cell tower / commercial - 1

Construction inspections- 19

Site visits – 5

Fire calls – 0

Fire safety inspections and follow ups - 2

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

ASSESSOR

ASSESSOR'S MONTHLY DEPARTMENTAL REPORT

To: Westerlo Town Board

From: Melanie Bunzey, Assessor

Date: November 10, 2022

Re: Monthly Report – October 2022

New Sales Transmittal Reports were submitted to the State (listing sales since last report with 12 sales.)

Updated exemption forms (including renewals) are available from the State and have been mailed to residents in preparation of the new exemption year.

Based on the Senior Income Level Report received by the State, letters and exemption forms for seniors who received the Enhanced STAR exemption and whose prior year adjusted gross income was below the \$37,400 limit and may be eligible for the Aged-All exemption were mailed. There was a total of approximately 100 residents notified.

The County has created a county wide mailing list which pulled mailing addresses from the owner folder in RPS. Those addressed were cross-referenced against the National Change of Address registry which is maintained by the USPS. Out of 112,000 properties 3,000 were identified as having updated addresses on the NCOA list. The County mailed a letter and change of address request form to all 3,000 properties. As completed change of address forms come into the County, they will send them our way. It is the goal to clean up incorrect mailing address so that properties owners receive official notifications at the proper address. This should help to increase the timely payment of tax bills, decrease mailing cost as it will cut down on mailing to the wrong address, and ensure that the property owners receive any official mailings sent by local/school/county government. Westerlo has already received several of the updated forms and changes have been made to RPS.

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 #10 - NYS Tax Return Deceased Report (PENDING)

*Respectfully submitted,
Melanie Bunzey
Assessor*

APPROVAL OF REPORTS

Councilwoman Burnside made a motion to approve the reports and submitted or read.
Councilman Beers seconded; all in favor motion carried.

OLD BUSINESS

REVOTE – ADOPTION OF THE 2023 TOWN OF WESTERLO BUDGET

Supervisor Kryzak advised that it was recommended out of abundance of caution by the Town Attorney to revoke to adopt the 2023 Town of Westerlo Budget due to how the vote was handled at the last meeting. Supervisor Kryzak made a motion to adopt the following resolution:

- WHEREAS:** The Town of Westerlo has held a Public Hearing on the 2023 Preliminary Town of Westerlo Budget; be it hereby
- RESOLVED:** the 2023 Preliminary Budget becomes the 2023 Town of Westerlo Adopted Budget.

Councilwoman Burnside seconded; a vote resulted as follows:

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

RESOLUTION # 125 – 2022 was thereby duly adopted.

NEW BUSINESS

NEW HOLDING FACILITY DISCUSSION FOR DOGS

Supervisor Kryzak advised that the Town will need a new holding facility for dogs come January 2023. Mohawk and Hudson will no longer be servicing Town’s due to being overwhelmed with dogs. The Dog Warden and Deputy Dog Warden were going to speak to Cheryl Baitholts who has a holding facility already in the Town of Rensselaerville. She may be able to hold dogs for the mandatory 5-day time however, it is unknown where dogs would go after that period of time. Mr. Ostrander believed Mr. Kryzak would need to get in touch with the Supervisor for the Town of Rensselaerville to discuss if the Town of Westerlo could use their facilities. He believes it will be a \$15 cost per day per dog. Supervisor Kryzak will have the Town Attorney contact the Town of Rensselaerville about a contract.

WATER BOARD RATE MEETING

Mr. Kryzak advised that the Water Board needs to set their rates for 2023. He will contact the Chairman about setting up a meeting so the rates can get adopted by years end.

TRANSFER STATION TIRE RECYCLING FEE INCREASE

Highway Superintendent Jody Ostrander mentioned the Town’s cost to dispose of car, truck and large tires was going up. He also indicated there will be a 5% fuel charge based on the invoice total. He recommended increasing car and truck tires from \$5 to \$6 and large truck tires

from \$20 to \$21 to help with the increases. Councilwoman Burnside made a motion to adopt the following resolution:

WHEREAS: The fees for recycling car and truck tires are increasing, be it hereby

RESOLVED: The Town Board approves the increase for tires as follows:

Small tires: Car & Lt. Truck from \$4 to \$6

Large tires: Dump Truck & Bus from \$20 to \$21

Councilman Beers seconded; all in favor motion carried.

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

NAYS: None

RESOLUTION # 126 – 2022 was thereby duly adopted.

WELL PUMP

The well pump across the street from the Town Hall, located in the Town Park was a backup that is not used. The Town Board discussed cancelling the electric service as it would save the Town over \$600 a year. Discussion ensued and questions arose if there was a requirement to have power as a backup water source for the water district. Mrs. Sikule remembered that when the water was installed, not everyone had to sign up. At that time, the school owned the building and did not sign up to join the water district. She believed there was a decision made that no one could opt out of the water district which was around the time the school sold the building to the Town. Discussion continued. Mr. Ostrander did not believe the water in the backup well was any good and that it couldn't be used for the water district. The Supervisor will investigate the health of the well and will hold off terminating the electric service for now.

SCHEDULE END OF YEAR MEETING

Mr. Kryzak mentioned scheduling the end of year meeting on Wednesday, December 28th at 6 pm. Supervisor Kryzak made a motion to adopt the following resolution:

WHEREAS: The Town Board discussed the need to schedule an End of Year meeting for the purpose of paying bills, be it hereby

RESOLVED: The Town Board authorizes the Town Clerk to advertise an End of Year meeting for Wed., December 28th at 6 pm.

Councilman Mahan seconded; a vote resulted as follows:

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

NAYS: None

RESOLUTION # 127 – 2022 was thereby duly adopted.

SCHEDULE ORGANIZATIONAL MEETING

The Town Board discussed scheduling the Organizational meeting. Councilwoman Burnside could not do Tuesday, Jan. 4th as proposed but can do Wed. Jan., 4th. Supervisor Kryzak made a motion to adopt the following resolution:

WHEREAS: The Town Board discussed the need to schedule Organizational meeting for January 2023, be it hereby

RESOLVED: The Town Board authorizes the Town Clerk to cancel the regularly scheduled workshop meeting on Tues., January 3rd, and further

RESOLVED: the Town Board authorizes the Town Clerk to advertise the special Organizational meeting on Wed., January 4th at 6 pm.

Councilman Beers seconded; a vote resulted as follows:

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

NAYS: None

RESOLUTION # 128 – 2022 was thereby duly adopted.

PUBLIC COMMENT

Library Trustee Mary Ann Witt made suggestions regarding salaries.

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,

Karla Weaver
Town Clerk